

Chinley, Buxworth and Brownside Parish Council

**Minutes of the Parish Council Meeting
held on Wednesday 27 April 2022 at 7.30pm
in the Community Centre, 21 Lower Lane, Chinley**

Present: Councillors R Drabble, A Knox, W Smith, C Rofer, M Travis and D Fannon.

In Attendance: Clerk G Cooper, PC D Smith and PC A McKeever from Derbyshire Police & Derbyshire County Councillor Ruth George.

22/04/254 Appointment of Chairman for Meeting

It was noted that both the Chairman, Cllr M Walton, and the Vice Chairman, Cllr P Wilson, were absent from the meeting.

RESOLVED: To appoint Cllr R Drabble to preside at the meeting.

22/04/255 Apologies for Absence

Apologies were received and noted from Councillors M Walton (Chairman), P Wilson (Vice Chairman), C Howe and P Took.

Apologies were also noted from High Peak Borough Councillor Eve Burton.

22/04/256 Declaration of Members Interests

The following declaration of interest was made:

Member	Agenda Item	Interest
Councillor C Rofer	7(a) Planning Applications HPK/2022/0159	The property was previously under their ownership but since sold to an acquaintance

22/04/257 Public Speaking: Community Police

PC D Smith from Derbyshire Police gave an update on recent crimes affecting the parish and work being carried out locally. There was also an opportunity to highlight issues of concern.

22/04/258 Public Speaking: Borough/County Councillors/MP

Derbyshire County Councillor Ruth George gave an update on a number of local matters. In particular, she updated the meeting on complaints received about parking near Chinley Primary School, described support given to Chinley Co-op, advised that a community speed watch was to be set up soon, detailed her support for Chinley & Buxworth Transport Group's Access for All bid and advised about a consultation on the Alderbrook Centre in Chinley.

22/04/259 Public Speaking: Open Forum

There were no members of the public present to speak during Open Forum.

22/04/260 **Minutes of the Parish Council Meeting held on 23 March 2022**

RESOLVED: That the minutes of the Parish Council Meeting held on Wednesday 23 March 2022 be approved for signature by the Chairman as a true and correct record.

22/04/261 **Chairman's Update**

In his absence, Chairman Cllr M Walton asked for his thanks to be passed on to everyone involved in the recent successful village litter picks.

22/04/262 **Clerk's Report**

The Clerk's report was received and noted.

22/04/263 **Chinley Community Centre Project**

An update on the project was given. In particular, amendments had been made to the tender specification and a further tender exercise was due to take place shortly, advertised again via the Contracts Finder website. A summary of the procurement advice received from National Association of Local Council's legal team was noted.

22/04/264 **Play Area Inspection Reports**

The weekly Play Area Inspection Reports were received. In Chinley it was noted that further holes had been identified in the boundary chain link fence.

RESOLVED: To notify the neighbouring landowner about the holes in the chain link fence.

22/04/265 **Queen's Platinum Jubilee**

An update on community plans to celebrate the Queen's Platinum Jubilee was given. It was noted that the Parish Council had been successful in their application to High Peak Borough Council for funding and would receive £550. Further, the Community Association had received £400 funding from Derbyshire County Councillor Ruth George. A budget for the Platinum Jubilee celebrations was discussed. It was noted that Bywaters Gas in Chapel-en-le-Frith had offered to supply gas for the beacon lighting free of charge.

RESOLVED: To amend the 2022/23 budget to add a budget line for the Platinum Jubilee celebrations for a total of £550.

RESOLVED: To authorise the Clerk to spend up to £550 on items for the parish Jubilee celebrations.

22/04/266 **Parish Land Licences to Occupy**

It was noted that the current licences issued in respect of occupying parish land to the rear of 33 and 39 Lower Lane in Chinley and the grazing land off the B6062 adjacent to Buxworth Recreation Ground had expired or would do shortly and consideration was given to renewal of these licences.

RESOLVED: To issue a new Licence to Occupy Land in respect of parish-owned land to the rear of 39 Lower Lane Chinley for one year to 31 March 2023 at a cost of £10.

RESOLVED: To issue a new Licence to Occupy Land in respect of parish-owned land to the rear of 33 Lower Lane Chinley for six months to 31 September 2022 at a cost of £5.

RESOLVED: To issue a new Licence to Occupy Land in respect of parish-owned Grazing Land at Buxworth for one year to 23 May 2023 at a cost of £300.

22/04/267 **DALC Membership**

The membership options of DALC for the forthcoming year and associated costs were presented.

RESOLVED: To approve membership of DALC on the basic subscription rate at a total cost of £700.03 for the 2022/23 year.

22/04/268 **Chinley Playing Fields Annual Maintenance**

It was noted that the quote for annual maintenance of Chinley Playing Fields had been received from Bancroft Amenities Ltd in line with the budgeted amount.

RESOLVED: To approve the quote from Bancroft Amenities Ltd for £3,503.00 plus VAT to carry out the annual maintenance of Chinley Playing Fields.

22/04/269 **Bench Removal**

A quote was presented from Alliance Environmental Ltd to remove various benches across the parish.

RESOLVED: To approve the quote from Alliance Environmental Ltd to remove the three agreed benches located at Derwent Square, on the A624 Hayfield Road out of Chinley with slats already removed and on the main path in Chinley Park at a total cost of £182.91 plus VAT. Benches to be cut off at footings and left flush with the ground. To be paid from the Grounds budget.

22/04/270 **Litter Bin Emptying**

A Service Level Agreement to continue the contract with Alliance Environmental Ltd for one further year to empty all 8 parish council litter bins on a weekly basis at a cost of £2,003.01 plus VAT was considered.

RESOLVED: To sign the Service Level Agreement to continue the contract with Alliance Environmental Ltd as presented.

22/04/271 **General Risk Assessment 2022**

It was noted that a General Risk Assessment had been circulated covering all the parish council activities, including Financial Management, Business Management, Employees, Councillors, Parish Land & Premises, Assets and Other Activities for consideration. The document was discussed and a number of additional items and amendments were considered.

RESOLVED: To approve the General Risk Assessment as presented with the additional items and amendments as discussed.

22/04/272 **Planters/Baskets 2022/23**

It was noted that DCC had advised that the licence application for barrier baskets on Green Lane, Chinley would not be able to proceed following objections from Officers on the grounds that the baskets would not be 450mm back from the edge of the carriageway. It was further noted that the wall mounted baskets at 15 Green Lane and The Old Liberal Club had been removed. Locations for new wall mounted baskets were considered.

RESOLVED: Clerk to identify new locations for spare wall mounted baskets with contractor.

22/04/273 **Planning Applications**

One application was discussed.

RESOLVED: To approve the following response for submission:

- (a) **HPK/2022/0159** – Barn conversion to cottage dwelling with single storey rear extension, previous application for same barn was approved HPK/2020/0152. Adjacent Tithe Barn Farm, Unnamed Road From Stubbins Lane To Tithe Barn Farm, Chinley, SK23 6ED.

Chinley, Buxworth & Brownside Parish Council are concerned by the lack of detail in the applicant's planning statement.

22/04/274 **Accounts for Payment April 2022**

The Accounts for Payment in April 2022 and invoices for verification were presented. No transfers within the Parish Council’s existing banking arrangements were required.

RESOLVED: To approve the following for payment in April 2022 by the method detailed. Online payments set up by the Clerk and released by Councillor Walton.

Payee	Description	Amount
ONLINE – DD/SO		
Fleur Telecom	Broadband (Monthly)	£ 27.00
Jackson Carpets Ltd	Rent 3 Lower Lane (Monthly)	£ 277.00
WaterPlus	Water 3 Lower Lane (Monthly)	£ 29.33
Trusted IT	Managed IT Services (Monthly)	£ 22.55
E-on	Electricity Squirrel Green	£27.36
ONLINE – BACS		
Various	Salary Costs	£ 1,237.44
Chinley Community Association	Meeting Hall Hire (March)	£ 22.00
Peak Park Parishes Forum	Annual subscription 2022/23	£ 12.00
DALC	Annual subscription 2022/23	£ 700.03
Hall's Mica Hardware	Paint for Community Centre	£ 14.99
2commune Ltd	Website annual licence, hosting & support to 02/07/23	£ 480.00
2commune Ltd	Renew, host and manage domain name to 05/08/24 (renew every 2 years)	£ 180.00
d3 Associates Ltd	Chinley Community Centre Project Works	£ 1,080.00
Glasdon UK Ltd	Sack dispenser and sacks	£ 198.02
M Coppack	Cleaning Parish Room	£ 10.00
A K Products	Posters	£ 9.00
	APRIL 2022 TOTAL	£ 4,326.72

22/04/275 **Income Received**

RESOLVED: To note the following income received.

Received From	Amount	Reason
Derbyshire County Council	£565	Minor Maintenance Scheme 2021/22
High Peak Borough Council	£35,705.98	Half of annual precept payment, half of annual Council Tax Support Grant and Parish Support Grant in full

22/04/276 **Additional Expenditure March 2022**

RESOLVED: To note the following additional payments made in March 2022:

Payee	Description	Amount
ONLINE – BACS		
Alliance Environmental Services	Emptying parish council litter bins 2021/22	£ 2,348.93
Viking	Stationery & Items for Chinley Co-op	£ 68.34
Wm Eyre & sons	Items for donation to Chinley Co-op	£ 143.81
	MARCH 2022 ADDITIONAL	£ 2,561.08

22/04/277 **Bank Reconciliations**

The bank reconciliations and bank statements for Q4 2021/22 were presented for verification.

RESOLVED: To approve the bank reconciliations as presented for signature by Councillor Fannon.

22/04/278 **Q4 2021/22 Accounts**

The Q4 2021/22 Budget Monitoring Report and Reserves Adjustment Report had been circulated and were considered.

RESOLVED: To approve the Q4 2021/22 Budget Monitoring Report as presented.

RESOLVED: To approve the following expenditure from Earmarked Reserves during Q4 totalling £100.00:

Reserves Expenditure	Earmarked Reserve	Reason
£100.00	Buxworth Recreation Ground	£100 from Reserves for Buxworth Management Plan

22/04/279 **Statement of Accounts 2021/22**

The Statement of Accounts 2021/22 had been circulated and were considered.

RESOLVED: To approve the Statement of Accounts including the Receipts and Payments Account as presented for the year ending 31 March 2022 for signature by the Chairman.

22/04/280 **Asset Register 2022**

The updated Asset Register as of 31 March 2022 had been circulated and was considered.

RESOLVED: To approve the Asset Register as of 31 March 2022 as presented.

22/04/281 **Correspondence**

The following items of correspondence had been circulated with the meeting papers and were noted:

- 1.) DCC – advising that a licence application for barrier baskets on Green Lane, Chinley will not be able to proceed following objections from Officers on the grounds that the baskets would not be 450mm back from the edge of the carriageway.
- 2.) PKF Littlejohn – details regarding the external audit of the 2021/2022 accounts.
- 3.) Local resident – bringing to the attention of the Parish Council the 5 parcels of land that are for sale in Buxworth bordering the canal basin (circulated).
- 4.) DALC – response to request for procurement advice from NALCs legal team.
- 5.) Police and Crime Commissioner for Derbyshire – briefing regarding the Speed Indicator Devices trial in Derbyshire, which is now open for applications for funding (circulated).

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

- 6.) Chinley Allotments Associations – Minutes of AGM held on 30 March 2022.
- 7.) High Peak Borough Council – advising that the Parish Council’s application to The Queen’s Platinum Jubilee Grant Fund has been successful and payment of £550 will be paid shortly.

22/04/282 **Reports from Working Groups**

Cllr Drabble reported that he had fitted the new dog poo bag dispenser in Chinley Park Nature Reserve.

22/04/283 **Exclusion of the Press and Public**

RESOLVED: To approve the exclusion of the Press and public from the meeting for the following one item to consider confidential matters of a personnel nature.

22/04/284 **Overtime**

An update on the additional hours worked by the Clerk was presented.

RESOLVED: To approve 35 hours of overtime pay for the Clerk for additional hours worked to be paid in the May 2022 payroll.

There being no further business, the meeting was concluded at 9:05pm.

Signed as a true and correct record of the meeting.

Chairman

Dated.....