

**Chinley, Buxworth and Brownside Parish Council**

**Minutes of the Parish Council Meeting  
held on Wednesday 28 September 2022 at 7.30pm  
in the Community Centre, 21 Lower Lane, Chinley**

**Present:** Councillors M Walton (Chairman), P Wilson (Vice-Chairman), A Knox, C Rofer, M Travis, P Took and D Fannon.

**In Attendance:** Clerk G Cooper, Derbyshire County Councillor R George, High Peak Borough Councillor E Burton, Chapel-en-le-Frith Parish Councillor C Sizeland and 4 members of the public.

22/09/82 **Apologies for Absence**

Apologies were received and noted from Councillors R Drabble and C Howe.

Apologies had not been received from Councillor W Smith.

22/09/83 **Declaration of Members Interests**

No declarations of interest were made.

22/09/84 **Public Speaking: Community Police**

No Community Police were present. No update had been provided.

22/09/85 **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 flooding at Alders Meadow and drainage works on Whitehough Head Road, she described changes to the local train timetable and an update on buses in the county and gave an update on Footpath 1 repairs.

High Peak Borough Councillor Eve Burton had no update to make.

22/09/86 **Public Speaking: Open Forum**

Chapel-en-le-Frith Parish Councillor Chris Sizeland spoke to give an update on a proposed footpath from the Forge Road estate to Buxton Road. He advised that his aim was to get permission from Derbyshire County Council for the footpath and then to secure funding.

Two representatives of the recently formed Chinley & Buxworth Businesses Association attended to describe their work to date and their aims.

The applicants attended to describe their proposal in planning application NP/HPK/0822/1039 at Shireoaks Farm.

22/09/87 **Change to the Order of Business**

**RESOLVED:** To bring forward agenda item 7(c), Planning Applications NP/HPK/0822/1039 & 1040 since interested persons were present to observe the discussion prior to further business being transacted.

22/09/88 **Planning Applications**

One application was discussed.

**RESOLVED:** To approve the following response for submission:

- (c) **NP/HPK/0822/1039 & 1040** - Conversion of curtilage listed barns to holiday let accommodation, associated landscape works and solar panels including Listed Building Consent. Shireoaks Farm, The Wash, Chapel-En-Le-Frith.

**Chinley, Buxworth & Brownside Parish Council supports the proposed barn conversions to holiday accommodation on the basis that they are maintained as holiday lets and not sold off in the future as individual residential dwellings. However, the council would like to raise concerns about the visual and glare impact of the proposed solar panels in the wider landscape.**

22/09/89 **Minutes of the Parish Council Meeting held on 03 August 2022**

**RESOLVED:** Minutes of the Parish Council Meeting held on Wednesday 03 August 2022 be approved for signature by the Chairman as a true and correct record.

22/09/90 **Chairman's Update**

The Chairman had no update to make.

22/09/91 **Clerk's Report**

The Clerk's report was received and noted.

22/09/92 **Chinley Community Centre Project**

An update on the project was given. An invoice from architects d3 Associates Ltd was presented for approval.

Consideration was given to the proposed application to Public Works Loan Board for a loan in the region of £200,000 over 25 years to contribute towards the cost of the new building to be included as part of the bid submission to the National Lottery. It was noted that a loan application would be subject to final approval once other project funding had been secured and exact borrowing costs and repayments had been confirmed.

Consideration was given to the proposed contribution from earmarked reserves towards the new building to be included as part of the bid submission to the National Lottery. Monies in the following earmarked reserves were noted: Chinley Community Centre Project (DCC fund), Chinley Community Centre Project (PC fund) and Sinking Fund. It was further noted that this would be subject to securing the balance of funding.

Consideration was given to signing the Memorandum of Understanding between the Parish Council and Community Association that had been circulated.

Consideration was given to the draft Heads of Terms for the proposed lease arrangement for the new building that had been circulated.

**RESOLVED:** To approve the invoice from d3 Associates Ltd for £4,380 plus VAT for works carried out in respect of the Community Centre Project, to be paid in September.

**RESOLVED:** To approve in principle an application to Public Works Loan Board for a loan in the region of £200,000 over 25 years towards the new building, to be included as part of the bid submission to the National Lottery.

**RESOLVED:** To approve in principle an £80,000 contribution from the following earmarked reserves towards the new building, to be included as part of the bid submission to the National Lottery: Chinley Community Centre Project (DCC fund), Chinley Community Centre Project (PC fund) and Sinking Fund.

**RESOLVED:** To approve for signing the Memorandum of Understanding between the Parish Council and Community Association as circulated.

**RESOLVED:** To approve the draft Heads of Terms for the proposed lease arrangement for the new building as circulated.

#### 22/09/93 **Parish Land and Play Area Inspection Reports**

The weekly Play Area Inspection Reports were received. There were no matters arising requiring attention.

The quarterly Parish Land Inspection Reports were received. At Chinley Playing Fields it was noted that a drain cover on the field required replacing and quotes were to be sought. The potholes in the car park required monitoring.

#### 22/09/94 **Remembrance Sunday 2022**

An update was given on the plans for the parade and service at the War memorial at the bottom of Stubbins Lane in Chinley on Remembrance Sunday. A donation to the Royal British Legion in respect of wreaths was discussed. It was noted that last year's wreaths had recently been removed.

**RESOLVED:** To approve a total donation of £118 in respect of four wreaths and an additional donation to the Royal British Legion as per the budget under s137 expenditure.

#### 22/09/95 **Christmas 2022**

Consideration was given to the placing of small and large Christmas trees throughout the parish as per previous years. Quotes were presented for supplying and installing the large Christmas tree in Buxworth and for connecting all lights to an electrical supply as per previous years including along the trees on Squirrel Green adjacent to Princes Road. It was noted that quotes for supplying and placing the small trees would be presented at the next meeting.

The proposals for the Christmas Lights Switch On events in Chinley and Buxworth were discussed. Provisional dates were given as Monday 28 November at 7pm in Chinley and Friday 2 December at 6pm in Buxworth. A donation to Whaley Bridge Brass Band was considered.

**RESOLVED:** To organise the Christmas lighting across the parish as per previous years.

**RESOLVED:** To approve the quote from Allied Environmental Services Ltd to supply and install the Christmas tree at Buxworth School at a total cost of £303.52 plus VAT.

**RESOLVED:** To approve the quote from ProSafe Electrical Services to install all Christmas lighting as per last year and subsequently remove in January at a total cost of £1,560.

**RESOLVED:** To organise a Lights Switch On event in Chinley on the date proposed. A risk assessment to be presented at a future meeting.

**RESOLVED:** To approve a donation of £125 to Whaley Bridge Brass Band in respect of playing at both the Chinley and Buxworth Christmas Lights Switch On events.

**RESOLVED:** To approve a donation of £50 to St Mary's Church towards refreshments if they are to be offered as part of the event in Chinley.

22/09/96 **Tree Survey 2022**

The draft 2022 Tree Survey report including recommendations for work required was considered. It was noted that one tree at Chinley Allotments was included on the list of recommended works and consideration was given to Chinley Allotments Association's request to pay for half of the cost of that work. A quote for carrying out the recommended works in the report was also presented.

**RESOLVED:** To approve the 2022 Tree Survey report as circulated including all recommendations.

**RESOLVED:** To approve a £300 contribution to the tree work required at Chinley Allotments. £100 of this to come from the Allotments budget, the remainder to come from the Trees budget.

**RESOLVED:** To approve the quote as presented from Andy Thompson for £940 to carry out all of the recommended tree works in the 2022 Tree Survey Report. To be paid from the Trees budget.

22/09/97 **Trees in Chinley Community Centre Car Park**

The request from Chinley Bar & Lounge for permission to cut down the cherry tree and 2 further self-seeded trees in the car park at Chinley Playing Fields to the rear of their property at 25 Lower Lane was considered.

**RESOLVED:** To grant permission to Chinley Bar & Lounge to cut down the cherry tree and 2 further self-seeded trees in the car park at Chinley Playing Fields to the rear of their property at 25 Lower Lane, subject to conditions.

22/09/98 **Friends of Chinley Park Budget**

A request from Friends of Chinley Park to use part of their annual budget allocation towards the services of Derbyshire Wildlife Trust who attended their recent Celebrate Nature event was considered. It was noted that they have £280 unspent of their £300 allocation. An invoice for £250 was presented.

**RESOLVED:** To approve for payment the invoice from Derbyshire Wildlife Trust for £250 for services supplied at the Celebrate Nature event. To be paid from the Friends of Chinley Park budget.

22/09/99 **Forge Road to Buxton Road Footpath**

Further to the update from Chapel-en-le-Frith Parish Councillor Chris Sizeland in Open Forum, it was noted that there was support in principle for a feasibility study into a proposed footpath. However, the parish council would not be able to contribute financially nor commit to future maintenance. The Chairman to attend a joint meeting organised by Chris Sizeland on behalf of Chapel-en-le-Frith Parish Council with Derbyshire County Council officers to understand the position.

22/09/100 **Planning Applications**

Two applications were discussed.

**RESOLVED:** To ratify the following comments already submitted:

- (a) **HPK/2022/0262** - This specific development proposes to paint artworks onto four Openreach BT Cabinets in the Whaley Bridge area. Macclesfield Rd & Buxton Rd, Whaley Bridge, Jane Lane, Buxworth, A6 Buxton Road, Furness Vale.

**Chinley, Buxworth & Brownside Parish Council has no objections to this application.**

- (b) **NP/HPK/0822/0997** - Detached double garage to front. Clova, Maynestone Road, Chinley.

**Chinley, Buxworth & Brownside Parish Council has no objections to this application.**

22/09/101 **Accounts for Payment September 2022**

The Accounts for Payment in September 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 September 2022 by the method detailed. Online payments set up by the Clerk and released by Councillor Walton.

<b>Payee</b>	<b>Description</b>	<b>Amount</b>
<b>ONLINE – DD/SO</b>		
Fleur Telecom	Broadband (Monthly)	£ 29.22
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
Unity Trust Bank	Bank Service Charges (Quarterly)	£26.10
<b>ONLINE – BACS</b>		
Various	Salary Costs & Expenses	£ 1,234.41
Andy Thompson Tree Care	Balance of Tree Survey 2021 works plus additional works required	£ 340.00
PKF Littlejohn LLP	External Audit	£ 480.00
Chinley & Buxworth Community Association	Meeting Hall Hire (August)	£ 22.00
d3 Associates Ltd	Chinley Community Centre Project Works	£ 5,256.00
Mr P Manford	Painting benches	£ 220.00
Mr P Manford	Hard court clearance x 1	£ 40.00
Derbyshire Wildlife Trust	Friends of Chinley Park event	£ 250.00
DBM Mowers	Supply & fit mower belt	£ 83.32
Amazon	Non-slip tape (skatepark repair)	£ 61.43
Amazon	First aid kit (Parish Room)	£ 19.99
Goddard Excavations Ltd	Annual flailing Buxworth Recreation Ground	£ 564.00
Hall's Mica Hardware	Materials for bench repairs	£ 40.49
P Manford	Cleaning Parish Room	£ 24.00
Viking	Stationery	£ 100.09
	<b>SEPTEMBER 2022 TOTAL</b>	<b>£ 9,119.93</b>

22/09/102 **Income Received**

**RESOLVED:** To note the following income received.

<b>Received From</b>	<b>Amount</b>	<b>Reason</b>
High Peak Borough Council	£29,607.98	Half of annual precept payment and half of annual Council Tax Support Grant

22/09/103 **Additional Payments August 2022**

**RESOLVED:** To note the following additional payment made in August 2022 after the August meeting:

Payee	Description	Amount
<b>ONLINE – DD/SO</b>		
BT	Telephony services	£ 130.47
	<b>AUGUST 2022 ADDITIONAL</b>	<b>£ 130.47</b>

22/09/104 **External Auditor Report and Certificate 2021/22**

The certified Annual Governance & Accountability Return (AGAR) for the year ended 31 March 2022, received from external auditors PKF Littlejohn LLP, was presented for consideration. It was noted that no matters were raised requiring attention.

**RESOLVED:** To approve the report as presented.

22/09/105 **Notice of Conclusion of Audit**

It was noted that the Notice of Conclusion of Audit and Sections 1, 2 & 3 of the AGAR were published on 30 August 2022 both on the Parish Council's website and on the external Parish Room noticeboard as required.

**RESOLVED:** It was approved to take down the paper copies from the Parish Room noticeboard as they have now been displayed for a sufficient period of time. They will remain online.

22/09/106 **External Auditor Arrangements 2022/23**

The option to opt out of the central external auditor appointment arrangements for 2022-23 until 2026-27 was considered.

**RESOLVED:** To accept the SAAA central external auditor appointment. No further action required.

22/09/107 **Insurance**

The annual renewal from BHIB Councils Insurance was presented. It was noted that the council are in the third of a three-year long-term agreement with this insurer and that the cover provided is still sufficient. It was further noted that index-linking was higher than would usually be expected and the renewal premium was above the budgeted amount of £2,600.

**RESOLVED:** To approve expenditure of £2,710.51 payable to BHIB Councils Insurance for the Parish Council's insurance requirements to 30 September 2023. Payment to be included with the September accounts.

22/09/108 **Parish Room Electricity Contract**

It was noted that the three-year fixed electricity contract for the Parish Room runs out in February 2023. Utility Aid who arranged the previous renewal have advised that prices going forwards will be significantly higher and that there are limited fixed deals.

To date they have offered a 6-month deal but anticipate a 12-month option being available shortly.

**RESOLVED:** To authorise the Clerk to agree a 12-month fixed electricity contract to start in March 2023.

22/09/109 **Correspondence**

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

- 1.) HPBC – invitation to speak in support or against planning application HPK/2022/0210 at the Development Control Committee meeting on 15 August 2022.
- 2.) DCC – invitation to join their Snow Warden scheme.
- 3.) Smaller Authorities' Audit Appointments (SAAA) – advising of the option to opt-out of the SAAA central external auditor appointment arrangements from 2022-23 until 2026-27. Any authority not wishing to be part of the SAAA arrangements must formally notify SAAA by 28 October 2022.
- 4.) PKF Littlejohn LLP – notification that they have completed their limited assurance review for the year ended 31 March 2022 and enclose the External Auditor Report and Certificate with no matters arising.
- 5.) Local residents (x2) – support for the footpath proposed from Forge Manor to Chinley Primary School.

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

- 6.) Local resident – details of vandalism and antisocial behaviour around Chinley Community Centre and Playing Fields as reported to Derbyshire County Council.
- 7.) Councillor Barry Lewis, Leader Derbyshire County Council – briefing note on Devolution Deal for the East Midlands.

22/09/110 **Reports from Working Groups**

No reports were received from Working Groups.

There being no further business, the meeting was concluded at 9:16pm.

Signed as a true and correct record of the meeting.

Chairman .....

Dated.....