

Chinley, Buxworth and Brownside Parish Council

**Minutes of the Parish Council Meeting
held on Wednesday 23 March 2022 at 7.30pm
in the Community Centre, 21 Lower Lane, Chinley**

Present: Councillors M Walton (Chairman), P Wilson (Vice Chairman), A Knox, W Smith, R Drabble, C Howe, C Rofer and P Took.

In Attendance: Clerk G Cooper, Sergeant A Harrison & 2 representatives from British Transport Police.

22/03/227 Apologies for Absence

Apologies were received and noted from Councillors M Travis and D Fannon.

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

22/03/228 Declaration of Members Interests

There were no declarations of interest made.

22/03/229 Public Speaking: Community Police

Sergeant Harrison from Derbyshire Police gave an update on recent crimes affecting the parish and work being carried out locally. Representatives from British Transport Police gave an update on recent issues affecting Chinley Station and how they are being dealt with.

22/03/230 Public Speaking: Borough/County Councillors/MP

There were no locally elected representatives present to speak during Open Forum.

22/03/231 Public Speaking: Open Forum

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

22/03/232 Minutes of the Parish Council Meeting held on 23 February 2022

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

22/03/233 Chairman's Update

The Chairman had no update to make.

22/03/234 Clerk's Report

The Clerk's report was received and noted.

22/03/235 **Chinley Community Centre Project**

An update on the tender process for the project was given. It was noted that the Project Group were considering amendments to the tender specification with a view to re-tendering. Cllr Walton has carried out an annual survey of the Community Centre with Phil Manford and agreed a list of urgent repairs as well as items to monitor in the fabric of the building. The Community Association to organise these repairs. There were no invoices to be paid.

22/03/236 **Play Area Inspection Reports**

The weekly Play Area Inspection Reports were received.

In Buxworth the recurring issue with missing gate pins was noted.

RESOLVED: To arrange for Mark Lomas to use Loctite to secure new gate pins.

22/03/237 **Minor Maintenance Scheme 2021/22**

It was noted that the work to stone up a section of Chinley, Buxworth & Brownside Footpath 23 in Chinley Park as part of the 2021/22 Public Rights of Way Minor Maintenance Scheme has now been completed. An invoice to issue to Derbyshire County Council for £565 was presented along with a claim form certifying that the works have been carried out in accordance with the Minor Maintenance Agreement to be signed by the Chairman in order to claim a refund for these works.

RESOLVED: Chairman, Councillor Martin Walton, to sign the claim form as presented in respect of the Public Rights of Way Minor Maintenance Scheme 2021/22 and the Clerk to submit this alongside the invoice to Derbyshire County Council.

22/03/238 **Grant Funding Requests**

It was noted that £2,000 had been allocated in the 2021/22 budget for donations to local groups and organisations under s137 expenditure. Expenditure in the financial year to date was presented and it was noted that a balance of £1,882 was available to allocate. The Grant Funding Working Group had met to discuss the applications received and a summary of recommendations had been circulated for consideration.

RESOLVED: To make the following monetary donations to local groups totalling £1,558.91 to be included with the March accounts:

- 1st Chinley Scouts £182.91
- Buxworth Cricket Club £150
- Buxworth Amateur Football Club £150
- Buxworth Preschool £180
- Buxworth PTA £200
- Chapel Mobile Physiotherapy £150
- Chinley & Buxworth PCC £196
- Chinley School PTA £200
- Chinley Table Tennis Club £150

RESOLVED: To approve expenditure of £170.78 plus VAT on an event shelter purchased from Amazon to be donated to Chinley Guides.

RESOLVED: To approve expenditure of 132.83 plus VAT on storage bins and materials from WM Eyre & Sons and expenditure of £19.48 plus VAT on stationery purchased from Viking to be donated to Chinley Co-op.

22/03/239 **Chairman's Allowance**

Expenditure of the Chairman's Allowance of £150 was discussed.

RESOLVED: To approve the purchase of a Retriever City Sack Dispenser and packs of black sacks for siting in Chinley Park Nature Reserve costing £156.72 plus VAT from Glasdon out of the Chairman's Allowance and up to an additional £60 from the Grounds Maintenance budget to be used towards fixing costs.

22/03/240 **Grounds Maintenance 2022/23**

It was noted that a quote to continue the existing contract for emptying parish litter bins by Alliance Environmental Services had not been received and would be considered at a future meeting. Consideration was given to continuing the existing contract with Phil Manford for sweeping the Hard Court, footpaths and playground in Chinley and removing the moss from the Hard Court at the same price as last year.

RESOLVED: To extend the contract with Phil Manford to carry out the agreed schedule of grounds maintenance works at Chinley Playing Fields at a total cost of £175 for one year.

22/03/241 **Planters/Baskets 2022/23**

Consideration was given to the retention of existing wall-mounted planters across the parish and the provision of barrier baskets for the junction of Green Lane and Lower Lane. Consideration was also given to the continuation of the existing planters and baskets maintenance contract provided by Ian Foster with a 3% increase in total costs on a like-for-like basis, an overall increase of £100.

RESOLVED: To purchase two summer barrier baskets for the junction of Green Lane and Lower Lane, subject to receiving the necessary licence from Derbyshire County Council. To remove the existing barrier baskets from 15 Green Lane and The Old Liberal Club.

RESOLVED: To extend the contract with Ian Foster to carry out the agreed schedule of planters and baskets maintenance works in the parish in 2022/23 at a total cost of £3,500 for one year.

22/03/242 **Queen's Platinum Jubilee**

An update on community plans to celebrate the Queen's Platinum Jubilee was given. Details of High Peak Borough Council's Platinum Jubilee Grant Fund were provided and consideration was given to applying for up to £550 towards activities and events. Consideration was also given to holding a beacon lighting event in line with the national programme.

RESOLVED: To apply to High Peak Borough Council's Platinum Jubilee Grant Fund for £550 to be used towards the planned community activities and events.

RESOLVED: To organise a beacon event on Squirrel Green on Thursday 02 June 2022 in conjunction with the national programme of beacons. To use the existing beacon adapted for the occasion. Risk assessment to be presented at a future meeting.

22/03/243 **Parish Council Meetings**

The venue for Parish Council meetings scheduled up to September 2022 were discussed. Availability of the Community Centre was noted.

RESOLVED: To continue holding meetings in the Community Centre in Chinley on Wednesday evenings until at least the meeting scheduled for September 2022. Due to availability of the Community Centre, the following meeting dates were agreed: Wednesdays 25 May, 29 June, 27 July and 21 September. To be reviewed as appropriate.

22/03/244 **Zoom subscription**

Consideration was given to renewing the Parish Council's Zoom licence for a further year.

RESOLVED: To approve expenditure of £71.94 to renew the Parish Council's Zoom licence for a further year. To be paid from the Admin (Admin Expenses) budget.

22/03/245 **Planning Applications**

There were no applications received for consideration.

22/03/246 **Accounts for Payment March 2022**

The Accounts for Payment in March 2022 and invoices for verification were presented. A transfer required within the Parish Council's existing banking arrangements was presented.

RESOLVED: To approve the following transfer within the Parish Council's existing banking arrangements.

From	To	Amount
Unity Trust Bank Instant Access Account	Unity Trust Bank Current Account	£3,000.00

RESOLVED: To approve the following for payment in March 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)	£ 32.26
Trusted IT	Managed IT Services (Monthly)	£ 22.55
Unity Trust Bank	Bank Service Charges (Quarterly)	£ 25.20
ONLINE – BACS		
Various	Salary Costs	£ 1,503.60
Ian Foster	Planters and beds maintenance 2021/22	£ 220.00
County Drains Ltd	Clear rainwater gully Community Centre Car Park	£ 114.00
A K Products	Newsletters Spring 2022, Christmas printing & posters	£ 510.00
M Coppack	Cleaning Parish Room	£ 20.00
Chapel DIY Centre Ltd	Sleepers & soil for Community Association project	£ 181.84
Derbyshire Wildlife Trust	Buxworth Recreation Ground Management Plan	£ 390.00
Chinley & Buxworth Community Association	Meeting Hall Hire (February)	£ 22.00
Viking	Stationery	£ 99.48
Mark Lomas	MMS Footpath 23 works	£ 565.00
Amazon	Event shelter (Chinley Guides)	£ 204.94
Davies Sports	Aerobic Mats (Community Association)	£ 119.88
Derbyshire Association of Local Councils	Tree Survey & Inspection Course x 2 delegates	£ 250.00
Alliance Environmental Services	Removal of dumped waste Buxworth Rec June 2021	£ 48.00
1st Chinley Scouts	Donation	£ 182.91
Buxworth Cricket Club	Donation	£ 150.00
Buxworth Amateur Football Club	Donation	£ 150.00
Buxworth Preschool	Donation	£ 180.00
Buxworth PTA	Donation	£ 200.00
Chapel Mobile Physiotherapy	Donation	£ 150.00
Chinley & Buxworth PCC	Donation	£ 196.00
Chinley School PTA	Donation	£ 200.00
Chinley Table Tennis Club	Donation	£ 150.00
CHEQUE		
P.D. Williams	Spring 2022 Newsletter distribution	£ 120.00
	MARCH 2022 TOTAL	£ 6,311.66

22/03/247 **Financial Risk Assessment 2022**

It was noted that this had not yet been circulated.

RESOLVED: To defer approval of the Financial Risk Assessment 2022 to the next meeting.

22/03/248 **Internal Audit 2021/22**

The internal audit arrangements were discussed.

RESOLVED: To approve for Barrie Woodcock to carry out the internal audit at a cost of £37.50 per hour (plus travel expenses of 40 pence per mile to be shared with Chapel-en-le-Frith Parish Council) on 10 May 2022 at Chapel Town Hall.

22/03/249 **Correspondence**

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

- 1.) HPBC - consultation on Developer Contributions Supplementary Planning Document. Deadline for responses 07 April 2022.
- 2.) DALC – National Salary Award for 2021-22 applicable from 01 April 2021.
- 3.) HPBC – advising that the Licensing Authority have received an application for the Grant of a Club Premises Certificate at Buxworth Cricket Club. The consultation deadline is 04 April 2022.
- 4.) DCC – confirming work on the fingerpost sign at the junction of Green Lane/Lower Lane in Chinley can take place in situ. Further, they confirm the asset will remain the responsibility of DCC but note that should it need replacing it would be with a standard sign.
- 5.) HMRC VAT Office – confirming the Parish Council may submit a claim for works intending to be carried out on a community centre, subject to conditions in VAT Notice 749.
- 6.) DCC – granting the Parish Council permission to erect up to three planters on Green Lane, Chinley subject to conditions, further to the Parish Council's application.
- 7.) National Association of Local Councils – requesting feedback from smaller local (parish and town) councils on issues specific to small councils and services they could offer to meet those needs. Deadline for responses 30 April 2022 (circulated).
- 8.) Derbyshire Police and Crime Commissioner – briefing regarding new countywide trial of Speed Indicator Devices (SIDs) due to launch across Derbyshire soon (circulated).

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

- 9.) DCC – granting the Parish Council permission to erect one planter at Brookside, Buxworth subject to conditions, further to the Parish Council's application.

22/03/250 **Reports from Working Groups**

Cllr Drabble reported that he had carried out an interim repair to the top of the flagpole to enable the flag to be flown as well as repaired the flag which was now flying again. However, a new finial and part is required, subject to being sourced.

22/03/251 **Exclusion of the Press and Public**

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

22/03/252 **Clerk’s Pay**

It was noted that the National Joint Council for Local Government Services (NJC) has agreed new rates of pay applicable from 01 April 2021 which they recommended be implemented and backdated as swiftly as possible.

RESOLVED: To note that the Clerk’s pay has been increased and backdated to April 2021 as per the NJC salary award.

22/03/253 **Clerk’s Annual Leave**

An update on the Clerk’s annual leave taken to date was given as was an update on the Clerk’s annual leave allowance in respect of service.

RESOLVED: To approve 24 hours of annual leave for the Clerk to carry over to 2022/23. To note the increase in the Clerk’s annual leave allowance going forward in respect of service.

There being no further business, the meeting was concluded at 9:00pm.

Signed as a true and correct record of the meeting.

Chairman

Dated.....