

Chinley, Buxworth and Brownside Parish Council

**Minutes of the Parish Council Meeting
held on Thursday 22 October 2020, 7.30pm
remotely via www.zoom.us**

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

In Attendance: Clerk Mrs G Cooper, Derbyshire County Councillor Ruth George, High Peak Borough Councillor Eve Burton and one member of the public.

20/10/132 **Apologies for Absence**

Apologies were received and noted from Councillor M Travis.

Also noted were apologies from Robert Largan MP.

20/10/133 **Declaration of Members Interests**

The following declarations of interest were made:

Member	Agenda Item	Interest
Councillor Graham Hewitt	8(a) Accounts for payment	Wife cleans Parish Room.

20/10/134 **Community Police**

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

20/10/135 **County Councillor**

Derbyshire County Councillor Ruth George gave an update on a number of DCC matters. In particular she gave an update on the proposed culvert works close to the tramway in Whitehough. She also advised that she was liaising with DCC over a possible footpath from the Forge Road development to Buxton Road. She further advised that in conjunction with Chinley & Buxworth Transport Group she has put forward a site close to The Green Lane Social for a cycle rack with funds from an Active Travel fund. In addition she asked whether there was demand for CCTV in Chinley as money was available to apply for through a Vulnerability Fund. She also gave an update on Speed Watch in Chinley.

20/10/136 **Borough Councillors**

High Peak Borough Councillor Eve Burton gave an update on a current planning application and an issue related to Eccles Terrace which was noted did not fall within our parish.

20/10/137 **Open Forum**

The member of the public indicated they were present to observe and did not wish to make any comment.

20/10/138 **Minutes of the Remote Parish Council Meeting held on 24 September 2020**

RESOLVED: That the minutes of the Remote Parish Council Meeting held on Thursday 24 September 2020 be approved for signature by the Chairman as a true and correct record.

20/10/139 **Chairman's Update**

The Chairman had no update to make.

20/10/140 **Clerk's Report**

The Clerk's report was received and noted.

20/10/141 **Chinley Community Centre Project**

It was noted that the final version of the tender for securing architect services to design a new community centre building was awaiting approval from the Project Group and was due to go live on Thursday 29 October 2020.

RESOLVED: To approve issue of the tender subject to receiving a majority approval from the Project Group.

20/10/142 **Playground Inspection Reports**

The Inspection Reports were received. In Chinley it was noted that there were two broken rails on the fence through the car park which are to be monitored. A quote was presented to carry out works to cut back the grass overgrowing the footpath leading to the Skatepark. No other issues were raised.

In Buxworth it was noted that bikers still appear to be using the banking adjacent to the football pitch which will continue to be monitored. All other matters are being resolved.

It was noted that a member of the public had reported witnessing a child fall through a gap on the toddler play unit at Chinley Playground, part of the design, who also suggested that a panel should be installed to block the gap.

RESOLVED: To approve the quote from Mark Lomas for £150 to cut back the grass overgrowing the footpath to the Skatepark, to be paid from the Grounds Maintenance budget.

RESOLVED: To write to HAGS, the playground supplier, to alert them to the incident in Chinley Playground and ask whether any adjustment can be made to improve the safety of this piece of equipment. To advise the parish council's insurers of the witnessed incident.

20/10/143 **Tree Survey 2020**

Further to the approval of the Tree Survey 2020 at the September meeting, quotes to carry out all the agreed works were presented. In addition a quote was presented to remove the den and other dumped rubbish in the wooded area beyond Chinley Playing Fields.

RESOLVED: To approve the quote from Andy Thompson for £1,440 to carry out all the tree works detailed in the Tree Survey 2020, to be paid from the Trees budget and the balance to be transferred from Earmarked Reserves: Trees.

RESOLVED: To approve the quote from Mark Lomas for £350 to carry out repairs to the fencing across the watercourse at the eastern end of Buxworth Recreation Ground, to be paid from the Repairs budget.

RESOLVED: To approve the quote from Andy Thompson for £240 to remove the den and other dumped rubbish in the wooded area beyond Chinley Playing Fields, to be paid from the Grounds Maintenance budget.

20/10/144 **Remembrance 2020**

It was noted that the Road Closure Order for the Remembrance Service at the War Memorial in Chinley had been granted. Correspondence had been received and circulated from High Peak Borough Council asking that plans to hold Remembrance parades across the borough are reconsidered, and where possible, postponed until 2021. In light of this, and the developing situation with rising cases of coronavirus, a discussion on whether to proceed with coordinating the event took place. In addition laying the parish council wreaths was discussed.

RESOLVED: To cancel the planned service at Chinley War Memorial. To advise the Licensing Department at High Peak Borough Council in respect of the Road Closure Order, the vicar at St Mary's Church and local residents. To advise wreath layers to avoid 11am at the War Memorial.

RESOLVED: Cllr Drabble and Cllr Smith to lay a parish council wreath at Chinley War Memorial on Armistice Day at 11am. To follow social distancing guidelines as appropriate.

RESOLVED: Cllr Hewitt to lay a parish council wreath at Chinley Chapel, Cllr Rofer to lay one at St James' Buxworth and Cllr Drabble to lay one at White Knowle. Wreaths to be laid in line with social distancing guidelines.

20/10/145 **Christmas 2020**

Quotes were presented for the supply and installation of trees and lighting in Chinley and Buxworth as per last year with additional lighting and installation proposed on Squirrel Green.

RESOLVED: To approve the quote from Fosters of Chapel for 14 x 4-5 feet trees, 2 x 5-6 feet trees and 1 x 5-6 feet Nordman tree to go in the Christmas tree stands, on Chinley Parade and in the Parish Room respectfully, at a total cost of £260 plus VAT.

RESOLVED: To approve the quote from Andy Thompson Tree Care to place the trees in the Christmas tree stands and on Chinley Parade and later remove and dispose of them at a total cost of £260.

RESOLVED: To approve the quote from HPBC to supply and install the Christmas tree at Buxworth School at a total cost of £260 plus VAT.

RESOLVED: To approve the quote from ProSafe Electrical Services to install all Christmas lighting, including additional lights on Squirrel Green, and subsequent removal in January at a total cost of £1,560.

RESOLVED: To approve the quote from LITE Ltd for £255 plus VAT for one transformer and 5 strings of white LED minibulbs.

20/10/146 **Chinley Playing Fields Risk Assessment**

RESOLVED: To defer this item to the next meeting.

20/10/147 **Squirrel Green Works**

Quotes were presented to replace one damaged slab on the paved area by the sun dial on Squirrel Green and to re-point the paved surface.

RESOLVED: To approve the quote from Mark Lomas to replace one damaged slab on the paved area on Squirrel Green at a total cost of £70, to be paid from the Repairs budget.

RESOLVED: To defer the decision to re-point the entire paved area on Squirrel Green until the budget is discussed for 2021/22.

20/10/148 **Parish Bench Audit**

Quotes were presented for painting the benches identified in the annual Parish Bench Audit, with a further option to replace the wooden slats on benches with a concrete base with plastic recycled material alternatives. In addition, a discussion was held on how to proceed with the bench on Derwent Square earmarked for removal. Further, quotes were presented to turf the surface under the two benches on Chinley Playing Fields.

RESOLVED: General Purposes Working Group to replace wooden slats on six benches with plastic alternatives rather than repaint. To approve the quote from Marmax Recycled Products for £495.90 plus VAT for 30 plastic bench slats. Balance of monies above budget to be transferred from Earmarked Reserve: Street Furniture.

RESOLVED: To approve the quote from Phil Manford to paint the three benches identified (wooden slats with metal legs) at a total cost of £165 plus the cost of any materials.

RESOLVED: General Purposes Working Group to remove the bench identified on Derwent Square. To consult with residents on Derwent Square to establish whether there is a demand for this to be replaced prior to considering this further.

RESOLVED: To decline the quotes for turfing the surface under the two benches on Chinley Playing Fields. To get a further quote to lay one tonne of MOT under the benches to reduce the slip hazard.

20/10/149 **Office IT Provision**

It was noted that a report had been circulated in respect of Office IT, detailing current and proposed provision, quotes and recommendations.

RESOLVED: To approve the quote from Trusted IT to supply a laptop, docking station, wireless keyboard and mouse plus up to eight hours engineer services at a total cost of £1,514.37 plus VAT, subject to clarifying that a comparable support service is not included with the Currys PC World quote free of charge. If less engineer time is required this will be reduced accordingly. To be paid from Earmarked Reserves: Admin.

RESOLVED: To approve the quote from Trusted IT to supply annual antivirus software at a cost of £20.20 plus VAT. To be paid from the Admin - Office Computer budget.

RESOLVED: To approve the quote from Trusted IT to supply Microsoft 365 Business Standard, Office 365 Advanced Threat Protection and Office 365 Backup on an ongoing basis charged at £18.79 plus VAT per month. To be paid from the Admin - Office Computer budget.

RESOLVED: To confirm with the parish council's current insurer that the laptop will be covered away from the office.

20/10/150 **Mower Maintenance**

A quote to carry out end of season maintenance works to the mower before storing for next year was presented for consideration.

RESOLVED: To approve the quote from DBM Mowers to carry out end of season maintenance works to the mower at a total cost of £65.

20/10/151 **Planning Applications**

Discussions were held in respect of each application received.

RESOLVED: To approve the following responses for submission:

- (a) **HPK/2020/0372** - Change of Use of an existing outbuilding to 2 independent holiday lets. Round Meadows Farm, Dolly Lane, Buxworth, SK23 7QG.

Chinley, Buxworth & Brownside Parish Council has no objections to the conversion to 2 holiday lets subject to the following conditions:

- 1.) No felling of any trees (apart from possibly the single conifer to improve access to the parking area)**
 - 2.) The access point on the bend being stopped up so that it cannot be used in association with the development**
 - 3.) Use of frosted glass in the bathroom windows, as requested by the neighbour**
- (b) **HPK/2020/0430** - Change of use of grazing land to manège including engineering work to form level site. Field to the East of Lowburn, Beet Lane, New Smithy, Chinley, SK23 6DZ.

Chinley, Buxworth & Brownside Parish Council has no objections to this application subject to the following conditions:

- 1.) **The manege to be used for personal use only**
 - 2.) **The surface of the manege to be a suitably discreet dark colour so that it does not stand out in the landscape**
- (c) **HPK/2020/0295 & 0296** - Consultation on Revisions. Rebuilding of existing attached storage building to provide extension to existing dwelling. Demolition of existing one and a half storey storage building and replacement with new double garage and listed building consent. 3, Waterside Cottages, Dolly Lane, Buxworth, SK23 7QQ.

The proposed revisions largely address the previous design concerns and ensure that, overall, the development will be more appropriate to the setting of Waterside. Therefore, Chinley, Buxworth & Brownside Parish Council has no objections.

20/10/152 **Accounts for Payment October 2020**

It was noted that the Accounts for Payment for October 2020 had been circulated and the invoices had been passed to Cllr Hewitt in advance of the meeting for verification.

RESOLVED: To approve the following Accounts for Payment, as circulated, for payment in October 2020 by the method detailed. Online payments set up by the Clerk to be released by Cllr Walton.

Payee	Description	Amount
ONLINE – DD/SO		
Fleur Telecom	Broadband (October)	£ 22.00
Jackson Carpets Ltd	Rent 3 Lower Lane (October)	£ 277.00
WaterPlus	Water 3 Lower Lane (October)	£ 30.48
NEST Corporation (Pension)	Pension (October)	£ 78.72
SSE Southern Electric	Electricity 3 Lower Lane (07 July - 29 September 2020)	£ 0.00
ONLINE – BACS		
Mrs G Cooper	Clerk's Account (October)	£ 1,028.74
HM Revenue & Customs	PAYE & NI (October)	£ 98.90
Viking	5 x storage boxes & stationery	£ 172.48
Mr P Manford	1 x Sweeping (Annual Grounds Maintenance)	£ 50.00
The Royal British Legion	Wreaths & Donation	£ 118.00
Ian Foster	Planters and wall baskets and maintenance	£ 1,370.00
Mark Lomas	Balance of Grounds Maintenance Works 2020/21; Fence & gate Chinley Park	£ 3,513.00
Rosena Bankole	Cleaning Parish Room	£ 40.00
Plantscape Ltd	Winter planters	£ 644.40
OCTOBER 2020 TOTAL		£ 7,443.72

20/10/153 **Q2 2020/21 Accounts**

The Q2 2020/21 Budget Monitoring Report and Reserves Adjustment Report were received and considered.

RESOLVED: To approve the Q2 2020/21 Budget Monitoring Report as presented.

RESOLVED: To approve the following expenditure from Earmarked Reserves totalling £1,030.91:

Reserves Expenditure	Earmarked Reserve	Reason
£410.00	Grounds Maintenance	£410 from Reserves for Buxworth track repairs as agreed in previous FY

20/10/154 **Correspondence**

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

- 1.) Local resident – asking for a mirror to be placed at the end of Ash Grove on Green Lane.
- 2.) Philip Jones Roofing Ltd – roof inspection report of Chinley Community Centre confirming the roof to be in sound condition.
- 3.) Fisher German LLP/CLH-PS – Notice of Completion in respect of works carried out to rectify erosion under a section of the pipeline that runs through Buxworth Recreation Ground in June. Any claims in respect of these works should be notified by 30 October 2020.
- 4.) DCC Cllr Ruth George – in respect of planning application HPK/2020/0261 a s106 contribution is being sought for secondary places but not for primary schools as the agreement was based on the position at the outline planning stage in 2016 when there were spaces at Buxworth and at the top end of Chapel Primary.
- 5.) Member of the public – a Freedom of Information request for expenses claimed by all councillors for the last two years.
- 6.) HPBC Arboricultural Officer – response to parish council’s letter re: ash tree on Derwent Drive noting that they are monitoring this tree.
- 7.) Landowners adjacent to Chinley Park – response to parish council’s letter advising re: boundary fence.
- 8.) Licensing Team HPBC – details of HPBCs decision to prohibit events and gatherings on Council-owned land for the foreseeable future and asking that plans to hold Remembrance parades across the borough are reconsidered, and where possible, postponed until 2021.
- 9.) DCC - notice that it proposes to make an Order under the Road Traffic Regulation Act 1984 whereby it is proposed to consolidate all Speed Limit Traffic Regulation Orders pertaining to the A624 from Chapel-en-le-Frith to its junction with the A57 at Glossop. There will be no changes to the current speed limits or position of the existing speed limits. This technical adjustment will assist the police with their enforcement duties. Any objections must be sent by 6 November 2020.

- 10.) Local resident – giving details of how the residents of New Smithy are planning for Halloween in a Covid-safe manner.
- 11.) DCC – invitation to participate in their Snow Warden scheme.

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

- 12.) CBTG – report on meeting with Stephen Chaytow of MEMRAP.
- 13.) Member of the public – reporting that they witnessed a child fall through a gap where you climb up to the slide on the toddler play unit at Chinley Playground, which is part of the design, and that a panel should be installed to block the gap.
- 14.) FOCP – reporting that one of the picnic benches in Chinley Park has gone missing.
- 15.) DALC – details of a NALC consultation document in respect of Standards Matter 2: Public Consultation and Public Sector Surveys to inform NALC’s response to The Committee on Standards in Public Life. Deadline for responses 04 December 2020.

RESOLVED: Further to the Correspondence items the following was noted:

Item 3: To make a claim to Fisher German for compensation to level the ground adjacent to the Car Park at Buxworth Recreation Ground further to works they carried out here in June.

Item 11: To advise DCC that the parish council would like to participate in their Snow Warden scheme this year.

20/10/155 **DALC**

The following DALC Newsletters was received and circulated:

DALC October 2020 Newsletter

- National Salary Award – Minimum Leave Entitlement
- Health & Wellbeing post-Covid
- DALC’s first-ever ‘virtual’ AGM
- Local councils – ‘building blocks for devolution’
- Lords on loos
- Climate Emergency survey follow-up
- Your Exec Needs You!
- How we can help central government “get” local government...
- Poppy update
- Rural Bulletin highlights Covid concerns

20/10/156 **Reports from Working Groups**

No reports were received from Working Groups.

20/10/157 **Exclusion of the Press and Public**

RESOLVED: To approve the exclusion of the Press and public for the next two items on the agenda on the grounds of personnel matters.

20/10/158 **Overtime**

An update on the additional hours worked by the Clerk in the year to date was presented. A vote of thanks was made by the Chairman to the Clerk for being so flexible with working hours.

RESOLVED: To approve 45 hours of overtime pay for the Clerk for additional hours worked in the year to date to be paid in the November 2020 payroll.

20/10/159 **Minimum Leave Entitlement**

NALC Legal Briefing E02-20 was presented in respect of the National Joint Council for Local Government Services (NJC) agreeing an increase in the minimum annual leave entitlement from 21 to 22 days pro-rata for employees with less than 5 years service.

RESOLVED: To approve an increase to the annual leave entitlement for the Clerk from 21 to 22 days pro-rata, backdated to April 2020.

There being no further business, the meeting was concluded at 9.36pm.

Signed as a true and correct record of the meeting.

Chairman

Dated.....