

Chinley, Buxworth and Brownside Parish Council

**Minutes of the Parish Council Meeting
held on Wednesday 22 September, 7.30pm
at the Community Centre, 21 Lower Lane, Chinley**

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

In Attendance: Clerk G Cooper, Derbyshire County Councillor Ruth George and High Peak Borough Councillor Eve Burton.

21/09/88 **Apologies for Absence**

Apologies were received and noted from Councillor D Fannon.

21/09/89 **Declaration of Members Interests**

The following declarations of interest were made:

Member	Agenda Item	Interest
Councillor G Hewitt	8(a) Accounts for Payment	Wife cleans Parish Room
Councillor C Rofer	7(c) Planning Applications DET/2021/0013	The land in question was formerly on family land and a percentage will be payable to family if land developed
Councillor M Travis	12) Parish Land to the rear of Lower Lane bordering Chinley Playground	Has an interest in a limited company that owns a property here and would be interested in the acquisition of council land to the rear

21/09/90 **Public Speaking: Community Police**

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

21/09/91 **Public Speaking: Borough/County Councillors/MP**

High Peak Borough Councillor Eve Burton wished to advise of a complaint made to DCC by a resident of Princes Road about the state of the recently resurfaced road. Other councillors voiced further concerns and complaints received on this matter.

Derbyshire County Councillor Ruth George gave an update on a number of local matters including problems with parking around Chinley Primary School and requests made for double yellow lines opposite the bridge on the A624 and for a Highways Inspector to look at a dangerous crossing point on Buxton Road. An update on matters related to the Forge Road estate was also given. The matter of the recent resurfacing works in Chinley was discussed further.

RESOLVED: To write to Cllr Ruth George to pass on the concerns received at the meeting regarding the quality of the recent resurfacing works carried out by DCC in Chinley on the Ash Grove/Alders Avenue roads and estate as well as on Princes Road and to request that a further sweep of these roads and pavements is carried out as a matter of urgency, and that all of the roads be resurfaced properly, as per the section of Ash Grove.

21/09/92 **Public Speaking: Open Forum**

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

21/09/93 **Minutes of the Parish Council Meeting held on 21 July 2021**

RESOLVED: That the minutes of the Parish Council Meeting held on Wednesday 21 July 2021 be approved for signature by the Chairman as a true and correct record.

21/09/94 **Chairman's Update**

The Chairman noted that he had attended the recent Picnic on the Pitch in Chinley and that it was well attended and good to have people encouraged to be together once again.

21/09/95 **Clerk's Report**

The Clerk's report was received and noted.

21/09/96 **Chinley Community Centre Project**

Progress on the project was noted. In particular, the planning application for the new building had been submitted, further to approval via email due to timing around council meetings. The architects were now working on detailed room specifications for the tender. The project was slightly behind schedule and as a result there was not an invoice for payment this month.

RESOLVED: To ratify the submission of the planning application for the new community centre building.

21/09/97 **Parish Land and Play Area Inspection Reports**

The monthly and weekly Parish Land and Play Area Inspection Reports were received.

In Buxworth, smoking and vaping had been reported under the willow tree on the Recreation Ground and litter was evident to confirm this. It had been brought to the attention of the local PCSO.

RESOLVED: General Purposes Working Group to clear litter from under the willow tree and to monitor the situation.

21/09/98 **Council Tax Benefit Support Payments**

High Peak Borough Council's consultation on their proposal to cease Council Tax Benefit Support Payments to parish councils was discussed.

RESOLVED: To write to High Peak Borough Council to confirm the Parish Council's preferred option would be no change to Council Tax Benefit Support payments. However, they acknowledge the Authority's position and therefore their preference, if the payments do cease, would be a phased approach over 3 years starting from the next financial year 2022/23.

21/09/99 **Parish Bench & Noticeboard Audit**

The annual audit of benches and noticeboards in the parish was presented with recommended actions. Quotes were presented for a number of these items.

RESOLVED: To approve the annual Parish Bench & Noticeboard Audit as presented including all recommendations. General Purposes Working Group to carry out those actions allocated to them.

RESOLVED: To approve the quote from Phil Manford to paint the five benches identified (4 wooden and 1 wooden slats with metal legs) at a total cost of £285 plus the cost of any materials.

RESOLVED: To approve the quote from Mark Lomas to secure the 4 picnic benches in Buxworth Playground, using the same method as previously carried out on the separate picnic bench in Buxworth Playground by General Purposes Working Group.

21/09/100 **White Knowle Bench**

Consideration was given to removing the bench on the A624 at White Knowle since it is in poor condition, currently requiring slats to be replaced as well as needing painting, and is sited in a location where it is not likely to be used regularly. There are also additional costs for strimming the grass around the bench here too and removal would therefore reduce costs ongoing.

RESOLVED: Since this is very close to the end of the footpath, this bench was deemed to be in an unsuitable location and didn't warrant further expenditure to maintain either the seat or the verge. Therefore, General Purposes Working Group to remove the slats and leave the seat legs in situ.

21/09/101 **Plastic Bench Slats**

An update was given on the bench in Buxworth that had its wooden slats replaced with plastic slats last year. The plastic slats have since bowed and therefore it is not appropriate to attempt replacing slats on further benches. Marmax Recycled Products Ltd have given a credit note of £405.90 plus VAT in respect of the 30 slats previously purchased, less the original delivery charge. The haulier H. Crabtree Ltd returned the plastic slats on behalf of the Parish Council. The invoice was presented for approval.

RESOLVED: To approve the invoice from H. Crabtree Ltd for £80 plus VAT to return the plastic slats to Marmax.

21/09/102 **Remembrance 2021**

Consideration was given to the proposed plans for a parade and service at the War Memorial in Chinley on Remembrance Sunday.

Consideration was also given to applying to DCC for permission to place poppies on lampposts as per previous years as well as to a donation to the Royal British Legion in respect of wreaths. The matter of removing the current wreaths was discussed.

Arrangements for laying wreaths at Remembrance services on behalf of the Parish Council were agreed as follows: Cllr Knox at Chinley War Memorial, Cllr Hewitt at Chinley Chapel, Cllr Rofer at St. James' Buxworth and Cllr Smith at White Knowle.

RESOLVED: The Parish Council to apply for a Road Closure Order to allow for a parade and service to be held at the War Memorial in Chinley on Remembrance Sunday, subject to Covid restrictions. A risk assessment to be presented at the next meeting.

RESOLVED: To approve expenditure up to £200 on 'Road Closed' signs.

RESOLVED: To apply to DCC to place poppies on lampposts as per previous years.

RESOLVED: To approve a donation of £118 in respect of four wreaths and an additional donation to the Royal British Legion from the budget for s137 expenditure.

RESOLVED: Cllr Knox to remove current wreaths from the War Memorial in Chinley.

21/09/103 **Christmas 2021**

Consideration was given to the proposed plans for Christmas lighting across the parish as well as the Christmas Lights Switch On events in Chinley and Buxworth. Provisional dates for the Lights Switch On events were given as Monday 29 November at 7pm in Chinley and Friday 3 December at 6pm in Buxworth. A donation for Whaley Bridge Brass Band was discussed.

RESOLVED: To organise the Christmas lighting across the parish as per previous years. Quotes and a risk assessment to be presented at a future meeting.

RESOLVED: The Parish Council to organise an outdoors only Lights Switch On event in Chinley, subject to Covid restrictions. A risk assessment to be presented at a future meeting.

RESOLVED: To approve expenditure up to £50 for LED tealights for the Christmas Lights Switch On events.

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

21/09/104 **Playground Inspection Follow Up Works**

It was noted that Kompan, the play equipment manufacturer, had agreed to carry out a number of tasks in Buxworth Playground free of charge further to recommendations in the annual playground inspection report. These include replacement of one of the beams on the balance trail and Robinia repairs on all other items. The number of repairs and age of the play equipment in light of the warranty period was discussed.

In addition, quotes were presented for consideration for works required in all parish play areas further to the annual inspection report.

RESOLVED: To write to Kompan to query whether the weather damage that has affected the Robinia play equipment in Buxworth Playground is typical and whether the warranty could be extended in light of the issues we have had to date.

RESOLVED: To approve the quote from Mark Lomas for £100 to supply and fit three gate springs at Buxworth Playground.

RESOLVED: To approve the quote from Mark Lomas for £120 to create a step out of Chinley Playground onto the banking.

RESOLVED: To approve the quote from Mark Lomas for £50 to carry out knee rail repairs adjacent to Chinley Skatepark.

21/09/105 **Welcome Back Fund**

It was noted that High Peak Borough Council had confirmed that activities agreed as part of the Reopening High Streets Safely Welcome Back Fund can now proceed. Quotes were presented for the works accepted as part of the grant application.

RESOLVED: To approve the quote from Leander Architectural for £2,080 plus VAT to carry out restoration works to the traditional fingerpost sign at the junction of Lower Lane and Green Lane in Chinley. The Parish Council to cover the shortfall of £80, compared to the original grant applied for, from the Grounds Maintenance budget.

RESOLVED: To approve the quote from Mark Lomas for £800 to tidy and repoint the area in front of the War Memorial in Chinley and the seated entrance area at Squirrel Green.

21/09/106 **Newsletter**

An update on the newsletter format and schedule for the rest of the financial year was discussed.

RESOLVED: To approve two editions of the parish newsletter in the financial year with an increased page count of 16 pages of A5.

RESOLVED: To approve the invoice from Peartree Print for £460 for 1,150 copies of the Autumn/Winter newsletter. To approve delivery costs of £120.

21/09/107 **Printer**

Consideration was given to a quote for a new printer for the Parish Room. It was noted that £200 is included in the current budget for a new printer.

RESOLVED: To approve the quote from Truted IT for £282.02 plus VAT to supply and install a HP LaserJet Pro M182n printer.

21/09/108 **Community Association Request**

It was noted that the Community Association had made a request for additional bunting out of their annual budgeted allocation. This was purchased from Amazon at a cost of £83.60 plus VAT. Due to the payment terms this was made in August.

RESOLVED: To ratify the payment of £83.60 plus VAT to Amazon for bunting.

21/09/109 **Planning Applications**

Discussions were held in respect of each application. It was noted that application (a) NP/HPK/0721/0790 had been withdrawn since comments were submitted. Councillor Rofer left the room when application (c) DET/2021/0013 was discussed since she had declared an interest.

RESOLVED: To ratify the following submissions:

- (a) **NP/HPK/0721/0790** – Demolition of a single storey brick built single garage with a single storey double garage on the same location. East Meats, White Knowle, Chinley.

Chinley, Buxworth & Brownside Parish Council has no objection to the proposed replacement garage but requests that it be constructed from natural stone rather than wood, given its surroundings, its location in the Peak Park and its proximity to the public footpath.

- (b) **HPK/2021/0428** – Create a Driveway in the current Front Garden, using existing permitted access via existing dropped kerb and land adjacent to property. 16 Derwent Square, Chinley, SK23 6BH.

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

RESOLVED: To approve the following responses for submission:

- (c) **DET/2021/0013** – Change of Use of Agricultural Building to one Dwellinghouse (Class C3). Barn At Hollin Wood, Brierley Park, Buxworth.

Chinley, Buxworth & Brownside Parish Council has no objections to this application. However, they would like it noted that they hope for a sensitive development of the barn, using natural materials, such that it retains the general appearance of the original barn.

- (d) **HPK/2021/0529** – The conversion of an out building on a detached parcel of domestic land owned by the applicant into ancillary accommodation forming

a work from home space with kitchen and WC extension. 5 Waterside Cottages, Dolly Lane, Buxworth, SK23 7QQ.

Chinley, Buxworth & Brownside Parish Council has no objections to this application subject to a condition that the work from home space be for personal use only and remain ancillary to the main dwelling.

- (e) **HPK/2021/0525** - Proposals include the demolition of an existing community centre on the site and construction of a new facility in the same location. The accommodation comprises a main hall, social space, multi-purpose room, kitchen, library and associated WCs, storage, changing facilities, shower and circulation. The proposals also include an external terrace and associated external landscaping, car park extension and resurfacing. Chinley Community Centre, 21 Lower Lane, Chinley, SK23 6BE.

Chinley, Buxworth & Brownside Parish Council fully supports this application.

The Parish Council, in conjunction with the Community Association, have carried out significant pre-application consultation with the community. A special newsletter outlining the plans for the new building went out to all households in the parish and an Open Day was held in July 2021 attracting 120 visitors. Overall, 240 responses were received to this community consultation and there was an overwhelmingly positive response for a new building on this site.

The feedback from the consultation resulted in some changes that have been incorporated into the final submitted plans.

The existing community centre is in a very poor condition and at risk of being condemned. It is an extremely well-used facility at the heart of parish life and in urgent need of replacement. Once planning permission has been granted the Parish Council will go out to tender before submitting a bid to the National Lottery to make this project a reality.

- (f) **NP/HPK/0421/0415** - CONSULTATION ON REVISIONS Equestrian menage and re-grading of agricultural land. The Naze, Maynestone Road, Chinley.

Chinley, Buxworth & Brownside Parish Council has no objections to the revisions to this application subject to the same conditions as per their comments submitted in April 2021, namely:

- **a condition be attached such that the proposed riding arena be used for non-commercial and private use exclusively, utilised in daylight hours only and with the addition of no new external lighting;**
- **the proposed riding arena be sited so that its boundary is at least 10 metres from neighbouring properties;**
- **the proposed riding arena be constructed of a surface material that is suitably discreet so as not to impact upon the landscape; and**
- **no unauthorised diversion of public footpaths that may encroach across this land.**

21/09/110 **Accounts for Payment September 2021**

The Accounts for Payment in September 2021 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 2021 by the method detailed. Online payments set up by the Clerk and released by Councillor Walton. Cheque signed by the Clerk and Councillor Hewitt.

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)	£ 32.23
Trusted IT	Managed IT Services (Monthly)	£ 22.55
Unity Trust Bank	Bank Service Charges (Quarterly)	£ 25.80
ONLINE – BACS		
Various	Salary Costs	£1,215.80
Amazon Payments UK Ltd	Bunting (Community Association)	£100.40
PKF Littlejohn LLP	External Audit	£480.00
Chinley & Buxworth Community Association	Meeting Hall Hire (July)	£22.00
Darren Rowland	Chinley Community Centre Repairs	£612.00
Hall's Mica Hardware	Tape measure	£14.00
DCC	Derbyshire Record Office copies	£21.00
D & B Mottershaw	Ride on mower replacement belt	£75.00
Chapel DIY Centre Ltd	Materials	£17.06
H. Crabtree Ltd	Shipping costs to return unwanted bench slats to Marmax Products	£96.00
Rosena Bankole	Cleaning Parish Room	£70.00
BHIB Councils Insurance	Annual Insurance Renewal	£2,510.60
A K Products	Newsletters Autumn/Winter 2021	£468.40
Mr P Manford	Hard court clearance x 1	£50.00
CHEQUE		
P.D. Williams	Autumn/Winter 2021 Newsletter distribution	£120.00
	SEPTEMBER 2021 TOTAL	£ 6,256.84

21/09/111 **August Expenditure**

It was noted that an invoice from A. Thompson for emergency tree works was received in August with a due date prior to the September meeting. There was no reason to delay payment and therefore it was made in August as there was no meeting.

RESOLVED: To ratify the payment of £480 to A. Thompson for emergency tree works.

21/09/112 **Bank Reconciliations**

The bank reconciliations and bank statements for Q1 2021/22 were presented for verification.

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

21/09/113 **External Auditor Report and Certificate 2020/21**

The certified Annual Governance & Accountability Return (AGAR) for the year ended 31 March 2021, received from external auditors PKF Littlejohn LLP, was presented for consideration. It was noted that no matters were raised that required attention and the Notice of Conclusion of Audit and Sections 1, 2 & 3 of the AGAR were published on 02 September 2021 as required.

RESOLVED: To approve the report as presented.

21/09/114 **Insurance**

The annual renewal from BHIB Councils Insurance was presented. It was noted that the council are in the second of a three-year agreement with this insurer and that the cover provided is still sufficient.

RESOLVED: To approve expenditure of £2,510.60 payable to BHIB Councils Insurance for the Parish Council's insurance requirements to 30 September 2022.

21/09/115 **Correspondence**

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

- 1.) High Peak Borough Council - consultation on a proposal to cease Council Tax Benefit Support Payments to parish councils. Deadline for responses Friday 24th September.
- 2.) Chinley Allotments Association – seeking advice on a tree deemed unsafe at the allotment site.
- 3.) FOCPC – requesting that their AGM be postponed until February 2022 with the Parish Council's approval.
- 4.) Member of the public – reporting the poor condition of the steps to Chinley Park past the allotments and that they have been badly affected by recent heavy rains whereby the steps were basically a raging torrent. Raising concerns that if the steps are rebuilt exactly as before the next storm will produce the same result.
- 5.) PKF Littlejohn LLP – notification that they have completed their limited assurance review for the year ended 31 March 2021 and enclose the External Auditor Report and Certificate with no matters arising.
- 6.) FOCPC – advising that at a recent committee they voted unanimously that it is their wish not to have any more memorial trees or benches in the Nature Reserve.
- 7.) HPBC – confirming that activities agreed as part of the Reopening High Streets Safely Welcome Back Fund can now proceed.

- 8.) HPBC – advising that the High Peak Borough Council (New Road, Buxworth) Tree Preservation Order 1989 has now been revoked and is of no effect.
- 9.) Prospective purchaser 39 Lower Lane – confirming interest in proceeding with the acquisition of the land at the rear of this property at the valuation figure given by the Council’s valuer.
- 10.) Friends of Chinley Park – reporting litter found in quarry area of Chinley Nature Reserve.

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

- 11.) DALC – agenda and papers in respect of the DALC Annual General Meeting to take place remotely on 19 October 2021.

21/09/116 **Reports from Working Groups**

Councillor Rofer gave an update on a Governor’s meeting she had recently attended at Buxworth Primary School.

21/09/117 **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 commercial nature.

21/09/118 **Parish Land to the rear of Lower Lane bordering Chinley Playground**

Quotes were presented from solicitors to act on behalf of the Parish Council in the sale of the four plots of land, subject to legal requirements.

RESOLVED: To approve the quote from Cooper sons Hartley and Williams LLP to act on behalf of the Parish Council in the sale of the plots of land to the rear of Lower Lane, subject to legal requirements.

RESOLVED: To write and send a Heads of Terms letter to each of the four properties.

There being no further business, the meeting was concluded at 9:36pm.

Signed as a true and correct record of the meeting.

Chairman

Dated.....