

CHAPEL-EN-LE-FRITH PARISH COUNCIL



TOWN HALL
CHAPEL-EN-LE-FRITH
HIGH PEAK, DERBYSHIRE, SK23 0HP

Tel: 01298 813320
clerk@chapelpc.org
www.chapelpc.org



Office Hours: Monday-Friday 9.00 to 12.30

1 July 2020

Dear Councillor,

You are hereby summoned to attend an **ORDINARY MEETING** of the Parish Council to be held on **Tuesday 7 July 2020 at 7.30pm.**

Remote Meeting: Meeting ID: 816 3051 4263 Meeting Password: 260380

After prayers have been said and Apologies for absence have been given, the business to be transacted will be as follows: -

1. Declaration of Interests
2. Open Forum – Public Participation
3. To receive the Minutes of the Full Council Meeting held on 2 June 2020
4. To receive the Minutes of the Planning Committee held on 23 June 2020
5. To note the Minutes from the Footpaths Working Group held on 16 June 2020
6. To consider any matters arising from the above Minutes
7. To agree Community Safety Clean up project application
8. Town Hall
 - Update on loss of revenue and the current advice on the opening of public buildings
9. Parks and Open Spaces
 - Email from Chapel Bowling Club to reduce the rent payable for the 2020 season
 - To agree the risk assessment and signage for the opening of play areas and the MUGA
 - Complaints received relating to the MUGA and seating in the Memorial Park
 - Correspondence re the Skatepark shelters
 - To agree the removal of two trees in Chapel Memorial Park due to ash dieback
10. Allotment Sites
 - To agree the way forward in relation to the Leys Allotment site

Clerk to the Council – Suzan E. Stockdale

11. Motion received from Councillor Gourlay – ‘This Council resolves to offer Barratts the sum of £1 for all their remaining land holdings around the South Head Drive Estate’
12. Amenities Committee membership
13. Schedule of Accounts presented for payment
14. Internal Audit Report
15. Correspondence
 - Complaints received
16. Press Releases
17. Date of next meeting

Yours sincerely,



Mrs SE Stockdale
Clerk to the Council

Suzan Stockdale is inviting you to a scheduled Zoom meeting.

Topic: My Meeting

Time: Jul 7, 2020 07:30 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/81630514263?pwd=TOZ1MXFYMTVFVFFMYOVrVkNNU3ArZz09>

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Full Council meeting 7 July 2020

Agenda items

7. Councillor Sizeland is seeking approval from the Council for the application
8. Loss of revenue from hirers of the Town Hall is attached.
9. Email from Chapel Bowling Club seeking a reduction in the rent for the 2020 season due to the limited use of the green.

The Council is being asked to agree the risk assessment for the re-opening of play areas together with signage.

Letter of complaint regarding anti-social behaviour around a seat in the Memorial Park.

I have attached the background to the MUGA issues as there have been a number of complaints which I have added to the chronology. This was compiled for the Councils Insurers following a threat previously to take legal action against the Council.

3 quotes in respect of two trees with ash dieback

Correspondence regarding the skatepark

CHAPEL-EN-LE-FRITH PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON 2 JUNE 2020

- Meeting Held:** Tuesday 2 June 2020
Virtual Meeting held via Zoom
- Present:** Councillor L McCarthy in the Chair
Councillors J Adshead, Mrs H Batterbee, P Bann, Mrs C Cobb,
T Dales, N Gourlay, FP Harrison, C Sizeland, Mrs S Walters and
S Young.
- In Attendance:** Mrs S E Stockdale – Clerk to the Council
- Apologies noted:** Councillor Mrs L Green

There were five members of the public and no members of the press present at the start of the meeting. A further member of the public joined the meeting for agenda item 15.

Rev Colin Pearson said prayers.

21/8 Declarations of Interest

The following declarations of interest were made:

- Councillor C Sizeland – Leys Allotment site as an adjoining land owner
Councillor C Sizeland – his wife is a substitute Councillor on the High Peak Borough Council Development Control Committee.
Councillor J Adshead – Chapel Town and Junior Football Clubs
Councillor Mrs S Walters – owns a business on Chapel Market Place
Councillor FP Harrison – Chapel Bowling Club President
Councillors T Dales – Chapel Bowling Club member

21/9 Public Participation

There were no members of the public who indicated that they wished to speak.

21/10 Appointment of Vice Chairman

Councillor Mrs C Cobb nominated Councillor Tony Dales for the post of Vice Chairman. Councillor FP Harrison seconded the nomination.

Councillor S Young nominated himself for the post of Vice Chairman. Councillor J Adshead seconded the nomination.

A vote was taken with six members voting in favour of Councillor T Dales and four members voting in favour of Councillor S Young.

RESOLVED: That Councillor T Dales be appointed as Vice Chairman of the Council until the next Annual Meeting of the Council.

21/11 Minutes of the Full Council meeting held on 3 March 2020

Minutes numbered 20/402 to 20/428 were presented.

RESOLVED: That the Chairman be authorised to sign the Minutes as being a true and correct record.

21/12 Minutes of the Planning Committee held on 4 March and 26 May 2020 and to note the decisions taken on 31 March and 28 April 2020

Minutes numbered 20/429 to 20/436 and 21/1 to 21/7 were presented.

Councillor Harrison was marked as being present at the meeting on 4 March 2020 when he had given apologies

RESOLVED: That the Chairman be authorised to sign the amended Minutes as being a true and correct record.

21/13 Minutes of the Footpaths Working Group on 10 March and 21 April 2020

Minutes were presented.

RESOLVED: That the minutes be noted.

21/14 To rescind the scheme of delegation to the Clerk except for the payment of accounts and to hold virtual meetings in accordance with the Corona Virus legislation and return financial regulation limits.

Councillor McCarthy proposed that the scheme of delegation be rescinded except for the payment of accounts and Councillor Bann seconded the proposal.

All members were in favour.

RESOLVED: That the scheme of delegation to the Clerk is rescinded except for the payment of accounts and to hold virtual meetings in accordance with the Corona Virus legislation and return financial regulation limits.

21/15 To incorporate the Coronavirus regulations into the Standing Orders until May 2021 or such time as the government revises or revokes the legislation.

Councillor Gourlay raised a point of order on this item and it was agreed that it would be deferred until the next Full Council Meeting.

21/16 To agree delegation of the Minor Maintenance Scheme to the Footpaths Working Group

Councillor Gourlay proposed that delegation of the Minor Maintenance Grant from Derbyshire County Council is made to the Footpaths Working Group. Councillor McCarthy seconded the proposal.

RESOLVED: That the Minor Maintenance Scheme is delegated to the Footpaths Working Group.

21/17 Chapel West Ward Casual Vacancy

Members were advised that 10 electors have called for an election which will be held in May 2021.

21/18 Covid-19 Business Support Grant

The submitted details of the loss of revenue for the Town Hall from March 2020 which stands at £2,988.26. The Council may also have to make a reduction in the rent for the Bowling Club facilities.

A quote was submitted for an additional laptop to assist with home working and online training for £623.41 ex VAT.

RESOLVED: That the quote for the new laptop be accepted and the grant is used to cover the cost of the laptop and loss of income from hirers.

21/19 Shop front grant scheme

Councillor McCarthy proposed and Councillor Harrison seconded the proposal that the regeneration grant from High Peak Borough Council of £4,000 from 2019/2020 and 2020/21 is used for the shop front grant scheme and that is matched from the Councils regeneration budget.

RESOLVED: That the shop front grant scheme is supported and matched funded from the Councils regeneration budget.

21/20 Skype Meeting – Chapel Leisure Centre

The representatives on the Joint User Committee gave a report from a Skype meeting with the Leisure Provider and County Council. The Leisure Provide has made a proposal to restructure the contract which is currently being considered.

A member of the public joined the meeting.

21/21 Parks and Open Spaces

Councillor T Dales and FP Harrison did not take part in the discussion about the re-opening of the Bowling Club.

The Bowling Club had put forward proposal for the opening of the Bowling Green in line with the Crown Green Bowling Association Covid-19 guidelines.

Councillor McCarthy proposed and Councillor Gourlay seconded the proposal.

RESOLVED: That the Bowling Green is opened on 15 June 2020 under Covid-19 guidelines and the toilet and club facilities will remain closed.

Due to sickness absence the Council were asked to agree the appointment of temporary staff until September 2020.

Councillor McCarthy proposed and Councillor Young seconded a proposal to delegate the appointment of temporary staff for up to 40 hours per week, to the Clerk and Parks Manager.

RESOLVED: That the appointment of temporary park staff is delegated to the Clerk and Park Manager.

The Park Keeper has reported that there is a dead lime tree and two further trees with ash die back.

Three quotes have been received for the removal of the Lime Tree and the Borough Councils tree officer has been asked to give an opinion on the two ash trees.

RESOLVED: That the lowest quote of £425 from S 'n' S Trees be accepted for the removal of the Lime Tree and a further report is made to the Council at the next meeting.

21/22 Allotment Sites

An email had been received from a member of the public to re-open the Leys allotment site.

Councillor McCarthy proposed and Councillor Young seconded the proposal that the site remains closed to retain the integrity of the Chapel Neighbourhood Plan.

RESOLVED: That the Leys Allotment site remains closed.

21/23 Schedule of Accounts presented for payment.

Cheques numbered 008864 to 008883 were presented amounting to £22,999.08.

RESOLVED: That the cheques be signed and the accounts to which they relate be paid.

That the schedule of accounts for 3 April 2020 with cheques numbered 008821 to 008838 amounting to £10,397.98 and the schedule of accounts for 5 May 2020 with cheques numbered 008839 to 008836 amounting to £7,099.45 be formally approved.

**21/24 Annual Return for the year ended 31 March 2020
Annual Governance Statement (Section 1)**

The Responsible Financial Officer certified that the financial position of the authority and its income and expenditure presented fairly the financial position in accordance with Regulation 12 (1) of the Accounts and Audit Regulations 2015.

The Clerk submitted the Annual Governance Statement (Section 1) of the Annual Return.

This was considered by members and approved.

RESOLVED: That the Annual Governance Statement (Section 1)

Is approved and that the Chairman and Clerk be authorised to sign the return.

**21/25 Annual Return for the year ended 31 March 2020
Accounting Statements (Section 2)**

The Clerk submitted the Accounting Statements (Section 2) of the Annual Return.

This was considered by members and approved.

RESOLVED: That the Accounting Statements (Section 2)

Is approved and that the Chairman and Clerk be authorised to sign the return.

It was noted that the Internal Audit will take place on Monday 8 June 2020.

Councillor Sizeland indicated that he had a query about the Councils reserves which he will submit to the Clerk for an opinion form the Auditor.

22/26 Opening of an Amazon business account

Councillor McCarthy proposed and Councillor Bann seconded the proposal to opening an Amazon Business account with a monthly invoicing mechanism.

21/26 Correspondence

A letter of thanks has been received from St Thomas Becket Parish Church in respect of the churchyard maintenance grant.

A letter of apology made to the Clerk from Councillor Gourlay was tabled. Councillor Cobb indicated that she did not think the apology was sufficient.

21/27 **Press Releases**

None

21/28 **Date of next meeting**

Tuesday 7 July 2020

The Vicar closed the meeting with a prayer.

The Chairman closed the meeting at 20.40 hours.

CHAIRMAN

CHAPEL-EN-LE-FRITH PARISH COUNCIL

Minutes of the Meeting of the Planning Committee held on 23rd June 2020 via Zoom.

Present: Councillor C Cobb in the chair
Councillors L Green, C Sizeland and S Walters

In Attendance: Mrs E Howe – Assistant Clerk

Apologies: Cllr Bann, Cllr Harrison

21/29 Public Speaking

Two members of the public was present during the zoom meeting. One member of the public spoke in favour of planning application HPK/2020/0176.

21/30 Plenary Powers

Applications seeking Planning Permission or Approval to carry out developments at locations within the Parish.

The Committee considered in turn six applications to carry out developments within the Parish and it was **RESOLVED**: That the following comments be sent to the relevant Planning Authority.

HPK/2020/0176

29 South Head Drive, Chapel-en-le-Frith

Change of use from wasteland to wildlife garden.

No Objections, the Committee support the application for a wildlife garden. If HPBC were mindful to approve the application the Committee request a condition be made that no development be permitted other than the proposed fencing and steps.

HNT/2020/0013

5A Five Hey, Horderns Lane, Chapel-en-le-Frith

Replace existing conservatory with single storey rear sun room extension – extending 4.7m beyond rear wall of the original dwelling, maximum height of 3.7m from natural ground level and 2m maximum height in eaves from natural ground level.

No Objections at this stage

HPK/2020/0192

Bowden Hall, Bowden Lane, Chapel-en-le-Frith

Creation of an apartment in part of the ground floor of Bowden Hall.

Cllr Walters declared an interest.

The Committee welcome any measures than may ensure the retention of the building and its character. All the Committee voted to support the application.

HPK/2020/0193

Bowden Hall, Bowden Lane, Chapel-en-le-Frith

Listed building consent for creation of an apartment in part of the ground floor of Bowden Hall.

Cllr Walters declared an interest.

The Committee welcome any measures than may ensure the retention of the building and its character. All Committee members voted to support the application.

HPK/2020/0197

Wainhomes, Forge Road, Chinley

Variation for discharge of condition 1 in relation to HPK/2016/033.

No Objection, all Committee member's in favour of the proposal.

HPK/2020/0047 – Amended plans

Land adjacent to Sheffield Road, Chapel-en-le-Frith

Erection of two industrial units with associated off street parking and soft landscaping.

Cllr Sizeland declared an interest and was removed from the zoom meeting whilst discussions took place.

The Committee request the application be deferred to HPBC Development Control and a site visit undertaken.

The Committee have concerns regarding the proximity of one of the buildings to the perimeter of the site and that not enough necessary steps are proposed to reduce noise and light pollution. Members suggested an earth bank may help reduce noise.

If HPBC were mindful to approve the application the Committee agree works should not begin until the wall belonging to the Parish Council which has been removed by the applicant be reinstalled.

None.

21/32 Notifications

Permission

HPK/2020/0141 – The Cress, Whitehough Head Lane, Whitehough
HPK/2020/0137 – 6 Poplar Terrace, Chapel-en-le-Frith

Refusal

NP/HPK/0420/0295 – Bennetston Hall, Higher Hallsteads, Dove Holes

21/33 Correspondence

The Assistant Clerk reported the Peak District National Park have requested comments on their draft residential annexe supplementary planning document. The Committee agreed to read through and discuss at the next meeting.

21/34 Any Other Business (For discussion only)

None.

21/35 Part 2 – Planning Non Compliance

The Assistant Clerk reported the enforcement date for compliance relating to the removal of the gatepost pillar tops at the entrance of Bank Hall Drive, Chapel-en-le-Frith has been extended until 1st September 2020 due to current circumstances.

The meeting closed at 8.03pm.

CHAIRMAN

CHAPEL-EN-LE-FRITH PARISH COUNCIL COMMUNITY PLAN FOOTPATHS WORKING PARTY

Minutes of the meeting on Tuesday 16 June 2020 at 7pm online via Zoom

Present: Cllr Chris Sizeland (Chair)
David Benning
Sandra Higgins
Peter Soden

Tony Brackenbury
Liz McCormick
Cllr Stella Walters

Apologies:
Andy Boundy
Alastair Carrington
Sue Stockdale (Parish Council Clerk)

John Brook
Joanne Carrington
Rob Thompson

- 1 Formalities** **Action**
Chris Sizeland welcomed everyone to the meeting.
- 1.1 Apologies for absence**
Received as noted above.
- 1.2 Attendee names and contact details**
Attendance forms were completed by Sandra Higgins.
- Alistair and Joanne Carrington would like to be removed from the mailing list. SH
- 1.3 Declarations of interest**
Attendees were asked to declare any interests.
- Cllr Chris Sizeland owns two footpaths. One on the route and one just off it.
- Post meeting note – Liz McCormick advised that she is a trustee for the G E Barratt estate which owns part of the land that Footpath 122 crosses at the Target Field and heads up to the railway embankment.
-

2 Minutes of the meeting held on 21 April 2020

- 2.1 Amendments**
Para 3.1. In view of DCC's desire to keep street clutter to a minimum PB is to draft an email to CS to send to DCC stating the case for the permanent signs.
- Para 4. The second paragraph should be Rosebay Long Lane Estate, not Rosebank.
- 2.2 Matters arising**
The minutes were approved, with amendments noted above.
-

CHAPEL-EN-LE-FRITH PARISH COUNCIL COMMUNITY PLAN FOOTPATHS WORKING PARTY

3 Tramway trail

Action

3.1 Interim route

SW said that the demolition of the wall at Town End had been raised by councillors at the Parish Council but there had been no public complaint. If a member of the public were to send her an email it can be put on the agenda at the next Council meeting.

3.2 Trail signage

CS showed the meeting a purple finger sign with the logo for the permanent signage. A submission to DCC is being prepared by DB detailing where permanent signs are proposed as permission is needed to use their lamp posts. DB pointed out that these signs should also be an advertising tool as well as a directional tool so some signs would be double sided even when they don't need to be.

CS shared a street view of Charley Lane where the Trail crosses it and suitable places for a signage post were discussed. The grass area on the corner to the right of the trail was suggested as a site for a new pole. The existing pole on the left can no longer be seen as it is overgrown. There is a wooden fence where arrowed signage could be placed. DB suggested that this did not need to go to DCC as the sign would not be on the highway.

The design of the disc signage was discussed. It was suggested that there should be an arrow, the words "Tramway Trail" and the logo. DB pointed out problems with including the logo as it would not always appear the right way up. SW suggested just have the logo on the bigger signs and PS agreed it was more important to have the writing. It was agreed to do two designs with the purple background white writing: One with the logo in the middle for straight ahead and slightly tilted arrows; and another without the logo when the arrow needed to be tilted more.

CS showed a virtual walkthrough along Hayfield Road. DB described how the signs would be placed. There is already a cast iron sign, which would stay there, and everyone agreed that the new signs would go on the lamp post.

Continuing along Hayfield Road, no signs would be needed until the Ferodo roundabout, where two signs could be placed back to back on the post on the island outside the Ferodo entrance. There is concern that lorries may take out the signs so the next lamp post back would be better. The signs would always be side-hung so they would be no closer to the road than the post. DB to double check all sites before submission is made to DCC. Over the roundabout, there is another lamp post where two signs would go, along with an additional sign up Burrfields Road to the Market Place (this would be fixing an existing missing sign on the corner of the road).

DB

CHAPEL-EN-LE-FRITH PARISH COUNCIL COMMUNITY PLAN FOOTPATHS WORKING PARTY

Trail signage – continued

Crossing the brook over to Burnside Road and Brook Fold will be more of a challenge as there are right and left turns and many of the lamp posts are hidden by trees. Suitable posts have been identified. Picking up the route in Bowden Lane by the path from Brook Fold, there are suitable posts for signs along the route. Also along Sheffield Road. Signs are needed wherever there is a change in direction and they need to be easy to spot. Additional sign pointing to town centre is needed here as well. DB to progress.

The DCC submission is on a form. Some answers will need to be completed later and others will need to be written as attachments to go with the form. This includes the notes to the map and the email from DB to CS includes a lot of the required wording. DB

3.3 Additional access permissions

CS chased Cemex and will do so again as they still have a lot of staff furloughed. The exact land they own is unclear and Network Rail own a small part near the roundabout, but this will be clarified when they reply.

Top of the Plain own a lot of land and Chris has sent them a message in the last few days but has not heard back yet.

PS send JA some maps for the area around Town End and SW will remind JA. There are other areas where ownership is unclear. The general approach will be to put up signs in these areas and respond to anyone who comments. SW

4 Warmbrook trail and bridge	Action
JB has contacted Network Rail and drainage will be a key issue. CS will chase Seddons.	CS

5 Stodhart tunnel information board
TB has been looking at old photos on Growing Up In Chinley from Chris Pearson. He has been in contact with Chris and a meetup will probably be arranged when circumstances allow.

6 Annual Footpath Maintenance Grant
This has been delegated to the group by the PC.

Terms are so narrow that the money can only really be mainly spent on chippings and round direction signs for footpaths. The Cinder path and various parts on the Tramway Trail would qualify.

LM suggested better signage around Eaves Hall.

CHAPEL-EN-LE-FRITH PARISH COUNCIL COMMUNITY PLAN FOOTPATHS WORKING PARTY

Annual Footpath Maintenance Grant - continued

Various suggestions were made for paths that need chippings.

Any further ideas to be emailed to CS.

All

7 Any other business

CS raised the litter and fouling on the footpath up to the station and HPBC are going to put a bin near the crossing, which is being sponsored.

8 Items for next meeting

DB suggested more information on funding available from the Parish Council and possible other sources. DB to contact Lindsay Wetton.

DB

8.1 Agenda items for next meeting

None.

8.2 Date of next meeting

Tuesday 28 July 2020.

The meeting closed at 8.50 pm.

**Derbyshire County Council
Community Safety Clean Up Project – 2019/20**

<i>Office use only:</i>	
<i>Reference Number:</i>	<i>Date received:</i>
	<i>Date passed to Probation or Contractor:</i>

Contact Details

Name:	Organisation and role (if applicable) <i>Chapel-en-le-Frith PC</i>
Telephone:	Email:
Address: Town Hall, Market Street, Chapel-en-le-Frith, High Peak, SK23 0HP	

Probation Community Payback projects should provide work for up to 10 offenders for a period of 1 day / approximately 7 hours (or multiples of this). They should also meet the following criteria

- **It will benefit the local community**
- **It will not take paid work away from others**
- **No one will make a profit from the work**
- **It will be worthwhile and constructive**
- **It does not represent on-going maintenance of a site.**
- **Offenders will be seen to be positively contributing to the local community**

Graffiti removal projects involve a team of 2 staff who are contracted to carry out the work. Smaller projects will be coordinated geographically.

Projects

Details of project– Please note that work benefiting private business or individuals cannot be included in this project

Project name (relevant to location and work required) : Widening of Tramway Trail
--

Location and postcode Between Charley Lane (SK23 6DX) and Whitehough Head
--

Lane (SK23 6EJ), (Postcode is a necessity for Health and Safety reasons)	
<i>Maps can sometimes be useful - please insert here or attach</i>	
Ownership of site e.g. DCC, District, Parish DCC	Probably be DCC. The Footpath officer (Thom Howe) is currently involved in arranging drainage work farther down the trail, so will have this information.

Probation Community Payback - work required <i>Please put a tick in relevant box and add any information about the work required</i>			
Description of work	Tick	Description of work	Tick
Cutting back vegetation / bushes / trees	X	Painting and decorating	
Ditch /site clearance	X	Site preparation	
Removing fly tipping /litter picking			
<p>Other, please explain: The trail was formerly a double width tramway. Over time nature has made ongoing incursions and in many places it is now very narrow and most of the historic stone setts are covered in a thin layer of soil/vegetation. The work would be to remove this layer of soil/vegetation to widen the tramway back towards its original width by exposing the stone setts and at the same time enhance its historic nature and setting. This would be followed by replacing chippings between the setts that have been washed away over time. Replacing the chippings is the subject of a separate scheme under the footpath maintenance grant</p>			

Timescale for work to be done (<i>Please tick</i>)	Tick
1 to 3 months	
Anytime	X

Seasonal preferences or restrictions <i>(please explain e.g. nesting bird restrictions)</i>		
Is a skip required?		Probably not. We assume removed materials can be relocated towards the edges of the trail to provide an enhanced wildlife habitat.
<p>What type of material will be put in the skip – e.g. Lighter materials - branches, vegetation, paper, cans. Or denser materials e.g., bricks, concrete, metal, wood etc. . <i>Please note that tyres should not be put in skips as there is a cost attached to disposal.</i></p>		
<p>What sort of quantities are involved? <i>This helps determine size of skip to be used eg 4 cu metre /8 cu metre/12 cu metre (for lighter materials usually vegetation)</i></p>		
<p>Location of skip – note that skips are best sited off road where possible as permits have to be obtained for skips on the highway. At least 7 days' notice is required for skips. Please think about access and turning for driver.</p>		
<p>Graffiti removal contractor – work required <i>Please put a tick in relevant box and add any information about the work required</i></p>		
Description of work	Tick	
Graffiti removal e.g. pressure wash	<input type="checkbox"/>	

Painting out graffiti	
Other, please explain:	

Where possible:

Please provide photographs of sites to be cleaned up to indicate the extent of the problem / graffiti.

Please provide photographs of sites when work complete.

If possible please send electronically or to the address below.

Funding is available to support Probation teams and provide equipment such as skips. Details of work required, work done and supporting photographs and feedback are vital for evaluation, to evidence spend and promote the project to potential clients and funding providers.

Please return completed application form along with any photographs (preferably electronically) to:

jonathan.butt@derbyshire.gov.uk or

**Jonathan Butt,
Senior Community Safety Officer
Community Safety Unit (Room Q10),
Derbyshire County Council,
County Hall,
Matlock,
Derbyshire, DE4 3AG.**

Probation assessment

Date of assessment:

Name of assessor:

Contact number /email of assessor:

Estimate – work planned:
Estimate - Number of days to complete work:
Estimate - Dates work to be done:
Date/s work done

Town Hall Loss of Earnings

Date	Weekly Hirer Loss	Monthly Hirer Loss	Total weekly	Running Total
23rd March - 23rd May 2020				2988.26
25th -31st May 2020	£ 298.50	£ 25.00	£ 323.50	£ 3,311.76
1st - 5th June 2020	£ 298.50	£ -	£ 298.50	£ 3,610.26
8th - 12th June 2020	£ 298.50	£ 55.00	£ 353.50	£ 3,963.76
15th - 19th June 2020	£ 298.50	£ 168.00	£ 466.50	£ 4,430.26
22nd - 26th June 2020	£ 298.50	£ -	£ 298.50	£ 4,728.76
29th May - 3rd July 2020	£ 298.50	£ -	£ 298.50	£ 5,027.26

1. Home (<https://www.gov.uk/>)
 2. Coronavirus (COVID-19) (<https://www.gov.uk/coronavirus-taxon>)
 3. COVID-19: Guidance for the safe use of council buildings
(<https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-council-buildings>)
-
1. Ministry of Housing,
Communities &
Local Government (<https://www.gov.uk/government/organisations/ministry-of-housing-communities-and-local-government>)

Guidance

COVID-19: Guidance for the safe use of council buildings

Published 30 June 2020

Contents

1. Introduction
2. Core principles for safely reopening council buildings
3. Council buildings: signposting to relevant guidance



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Please note: This guidance is of a general nature and should be treated as a guide. In the event of any conflict between any applicable legislation (including the health and safety legislation) and this guidance, the applicable legislation shall prevail.

1. Introduction

This information is for those managing council buildings. It signposts to relevant guidance on a range of different activities that can take place in these spaces, in line with the government's roadmap (<https://www.gov.uk/government/publications/our-plan-to-rebuild-the-uk-governments-covid-19-recovery-strategy>) to ease the existing measures to tackle COVID-19.

Each council will need to apply relevant guidance locally depending on circumstances, including its size and type of activities, how it is organised, operated, managed and regulated. This guidance applies to all users of council buildings including visitors attending meetings or council buildings, and councillors working from council buildings.

Operators of council buildings will have discretion over when they consider it safe to open for activity permitted by legislation and may decide to remain closed at this stage if they are not able to safely facilitate the relevant guidelines.

Many council buildings are also workplaces and should therefore be aware of their responsibilities as employers (<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19>). The government is clear that no one should feel obliged to work in a workplace they consider to be unsafe. Individuals who are shielding should continue to follow the government's advice on shielding (<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>).

To help decide which actions to take, a COVID-19 risk assessment should be completed by each operator of a council building, civic building, town hall or organiser of a civic event. This will be in addition to any risk assessment which is already in place. See guidance on completing a risk assessment (<https://www.hse.gov.uk/simple-health-safety/risk/risk-assessment-template-and-examples.htm>).

2. Core principles for safely reopening council buildings

Council buildings are used for a range of purposes, and relevant guidance on specific activities is signposted below (section 3).

Ultimately, those using these spaces are responsible for ensuring their activity is conducted safely and within relevant guidelines. However, there are general principles that managers of council buildings should consider in safely reopening the space to permitted activity.

Any reopening plans must be consistent with:

- core public health guidance (<https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance>) regarding health, hygiene, and social distancing (<https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing#other-businesses-and-venues>)
- safe workplace guidelines (<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19>), to ensure employees are safe to return to work

To help decide which actions to take prior to reopening the building for permitted activity, a **COVID-19 risk assessment should be completed**. This will be in addition to any risk assessment which is already in place for the community facility. See guidance on completing a risk assessment (<https://www.hse.gov.uk/simple-health-safety/risk/risk-assessment-template-and-examples.htm>).

In addition, 2 metres, or 1 metre with risk mitigation (where 2 metres is not viable), are acceptable for distances for people to be from each other. You should consider and set out the mitigations you will introduce in your risk assessment.

Test and Trace

The opening up of the economy following the COVID-19 outbreak is being supported by NHS Test and Trace. You should assist this service by keeping a temporary record of your customers and visitors for 21 days, in a way that is manageable for your business, and assist NHS Test and Trace with requests for that data if needed. This could help contain clusters or outbreaks.

Many businesses that take bookings already have systems for recording their customers and visitors – including restaurants, hotels, and hair salons. If you do not already do this, you should do so to help fight the virus. We will work with industry and relevant bodies to design this system in line with data protection legislation, and set out details shortly.

Enforcement

Where the enforcing authority, such as the HSE or the local authority, identifies employers and building managers who are not taking action to comply with the relevant public health legislation and guidance to control public health risks, they are empowered to take a range of actions to improve control of workplace risks. For example, this would cover employers not taking appropriate action to ensure social distancing, where possible.

Under health and safety legislation, failure to complete a COVID-19 risk assessment would constitute a breach, as would having a risk assessment with insufficient measures. The actions the enforcing authority can take include the provision of specific advice to employers and building managers to support them to achieve the required standard, through to issuing enforcement notices to help secure improvements. Serious breaches and failure to comply with enforcement notices can constitute a criminal offence, with large fines and even imprisonment for up to 2 years.

Employers are expected to respond to any advice or notices issued by enforcing authorities rapidly and are required to do so within any timescales imposed by the enforcing authority. The vast majority of employers are responsible and will join with the UK's fight against COVID-19 by working with the government and their sector bodies to protect their workers and the public. However, inspectors are carrying out compliance checks nationwide to ensure that employers are taking the necessary steps.

3. Council buildings: signposting to relevant guidance

Those managing council buildings, and those planning civic events, should take account of the relevant guidance below. This guidance signposts to the guidance available to support operators to safely manage council buildings during the pandemic.

3a: Office space

Where it is not possible for employees to work from home, operators need to make sure that council buildings can be operated safely during the coronavirus (COVID-19) pandemic.

Guidance has been published on how to work safely.

- Working safely during coronavirus (COVID-19): 5 steps to working safely
(<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/5-steps-to-working-safely>)
- Working safely during coronavirus (COVID-19): Offices and contact centres
(<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/offices-and-contact-centres>)

3b: Reception

Information on how to manage your customers, visitors and contractors to your place of work can be found in the guidance on working safely in office and contact centres.

- Working safely during coronavirus (COVID-19): Offices and contact centres
(<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/offices-and-contact-centres>)
- Working safely during coronavirus (COVID-19): Close contact services

(<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/close-contact-services>)

3c: Meetings

We continue to recommend that where meetings can take place digitally, without the need for face-to-face contact, they should do so. Where council buildings need to be used for physical meetings, these meetings must be managed within the social distancing guidance and principles set out above.

- Working safely during coronavirus (COVID-19): Offices and contact centres
(<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/offices-and-contact-centres>)

The principles set out in the 'Safer workplaces' guidance apply but are not limited to:

- meetings of civic, political or community groups (e.g. parish council meeting, ward meeting of political party; charity board of trustees)
- MP or councillor surgery/drop-in session Government is discouraging unnecessary physical attendance at meetings. From 4 July, where necessary to take place physically, participants should maintain 2 metres, or 1 metre with risk mitigation, separation throughout.
- public meetings and local consultations (e.g. planning)

Local authorities in England still have the powers

(<http://www.legislation.gov.uk/uksi/2020/392/contents/made>) to hold public meetings virtually by using video or telephone conferencing technology.

And the Local Government Association have on their website (<https://www.local.gov.uk/our-support/guidance-and-resources/remote-council-meetings>) a hub with contributions from a range of sector representative organisations providing advice and support with the management of remote meetings.

3d: Common areas

Council buildings and town halls often rely on shared facilities for workers⁽⁶⁾ and occupants to access, including canteens and lifts. Guidance on moving around buildings and common areas can be found in below.

- Working safely during coronavirus (COVID-19): Offices and contact centres
(<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/offices-and-contact-centres>)
- Working safely during coronavirus (COVID-19): Close contact services
(<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/close-contact-services>)

3e: Toilets

Public toilets, portable toilets and toilets inside premises should be kept open and carefully managed to reduce the risk of transmission of COVID-19.

Steps that will usually be needed:

- Using signs and posters to build awareness of good handwashing technique, the need to increase handwashing frequency and to avoid touching your face, and to cough or sneeze into a tissue which is binned safely, or into your arm if a tissue is not available.
- Consider the use of social distancing marking in areas where queues normally form, and the adoption of a limited entry approach, with one in, one out (whilst avoiding the creation of additional bottlenecks).
- To enable good hand hygiene consider making hand sanitiser available on entry to toilets where safe and practical, and ensure suitable handwashing facilities including running water and liquid soap and suitable options for drying (either paper towels or hand driers) are available.
- Setting clear use and cleaning guidance for toilets, with increased frequency of cleaning in line with usage. Use normal cleaning products, paying attention to frequently hand touched surfaces, and consider use of disposable cloths or paper roll to clean all hard surfaces.
- Keep the facilities well ventilated, for example by fixing doors open where appropriate.
- Special care should be taken for cleaning of portable toilets and larger toilet blocks.
- Putting up a visible cleaning schedule can keep it up to date and visible.
- Providing more waste facilities and more frequent rubbish collection.

3f: Main hall/council chamber

For events and activities taking place inside council rooms or facilities please follow the guidance on community facilities below.

- COVID-19: Guidance for the safe use of multi-purpose community facilities (<https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities>)

3g: Civic events

Until 4 July, community centres will be closed except where they are used to provide the following permitted activities:

- (a) essential voluntary activities or urgent public support services (including the provision of food banks or other support for the homeless or vulnerable people, blood donation sessions or support in an emergency), or
- (b) early years childcare provided by a person registered on the Early Years Register under Part 3 of the Childcare Act 2006, or
- (c) to host an indoor market

The government will allow community centres and other multi-use community facilities to open for wider use in step 3 of the roadmap. This will be on 4 July.

Any hire or use of a council building or space that may be permitted at that stage must be conducted in line with the core principles set out above, and with social distancing guidelines (<https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing-after-4-july>).

3h: Travel

Before opening council buildings, operators should think about how manage pedestrian space, pedestrian movement, queues and traffic.

Car parks are permitted to be open where needed and councils should consider practical measures such as changing the car park layout to help people socially distance. Decisions to reopen car parks are to be made locally.

Guidance on social distancing relevant to transport, parking and the public realm can be found below. Face coverings are now mandatory on public transport (<https://www.gov.uk/government/publications/staying-safe-outside-your-home/staying-safe-outside-your-home#face-coverings>).

- Coronavirus (COVID-19): safer public places - urban centres and green spaces (<https://www.gov.uk/guidance/safer-public-places-urban-centres-and-green-spaces-covid-19/4-management-of-urban-centres>)
- Coronavirus (COVID-19): safer travel guidance for passengers (<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>)
- Working safely during coronavirus (COVID-19): Close contact services (<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/close-contact-services>)

3i: Other uses

Cafes

Cafes within a council building that is otherwise open, are currently permitted to open for take-away services. If the council building is otherwise closed but the cafe is self-contained and can be accessed from the outside, it is also permitted to open for take-away services. From 4 July, cafes inside of council buildings are permitted to open along with other council facilities, but should take account of the guidance below in order to reopen these functions safely when permitted.

- COVID-19: Guidance for the safe use of multi-purpose community facilities (<https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities>)

Community facilities

Community facilities such as community centres and village halls are used for a wide range of local activities and services – from childcare provision to hosting social and recreational clubs.

- COVID-19: Guidance for the safe use of multi-purpose community facilities (<https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities>)

Places of worship

- **COVID-19: guidance for the safe use of places of worship during the pandemic**
(<https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-places-of-worship-during-the-pandemic/covid-19-guidance-for-the-safe-use-of-places-of-worship-during-the-pandemic>)

Sue Stockdale

From: Chris Jackson <[REDACTED]>
Sent: 10 June 2020 15:21
To: Sue Stockdale
Subject: Bowling Green Rent Reduction.

Hi Sue, Due to the restrictions imposed by the Covid 19 virus, I wondered if a reduction in rent for the bowling green could be possible for the 2020 season?

Could the following points be taken into consideration.

1. The green has been closed until June 15th. (ie 2.5months out of 6)
2. Even after the 15th June , no league or competition matches can be undertaken, these matches provide a source of income for the club.
3. Club subscriptions for the 2020 season will be drastically reduced.
4. Refreshments cannot be provided - again this is a major source of income for the club.
5. Many members are over 70 and though the green is open, they will not want to partake in bowling if they think the risk to them personally is too high.
6. Club members have been mowing and maintaining the green on a voluntary basis so there have been reduced costs to the parish council.

Perhaps you could get back to me regarding this.

Best regards
Chris Jackson.(Treasurer)
[REDACTED]

Chapel-en-le-Frith Parish Council	Assessment carried out by: S Stockdale, Parish Clerk
Risk Assessment	Date of Assessment: 1 July 2020
Re-opening of Playgrounds further to Coronavirus Pandemic 2020 and the risk of potential COVID-19 transmission	Signed off by:
	Date of next Review: 1 May 2021

Background

Playgrounds were closed under the Health Protection (Coronavirus, Restrictions)(England) Regulations 2020 in March. The Government recently announced that playgrounds could be re-opened from 4 July 2020 and have subsequently produced non-statutory guidance offering owners and operators practical advice on how these can be reopened and managed effectively to enable their use while minimising the transmission risk of COVID-19. The guidance can be found here:

<https://www.gov.uk/government/publications/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms>

The guidance clarifies that owners and operators responsible for playgrounds have discretion over when they consider it safe to open for activity permitted by legislation, and may decide to keep these areas closed should they feel they are not able to facilitate their safe usage. The guidance recommends carrying out an appropriate COVID-19 risk assessment to determine what actions to take to be able to re-open. This risk assessment will consider what measures can be practicably put in place to minimise the risk of transmission in respect of the facilities in the Parish.

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action	Done
Playgrounds have been closed and equipment has not been used for a period in excess of 3 months.	Playground users – children, parents, carers, guardians. Use of damaged/defective equipment.	The Park staff undertake weekly visual inspections and High Peak Borough Council inspect and report on a monthly basis	<ul style="list-style-type: none"> Weekly visual inspections High Peak Borough Council monthly inspections 	<ul style="list-style-type: none"> Park Staff and High Peak Borough Council Inspector 	

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action and by when?	Done
<p>Transmission of COVID-19 Contact with contaminated surfaces within the facilities giving rise to a risk of infection when touching hands to mouth, nose and eyes.</p>	<p>Playground users - children, parents, carers, guardians.</p>	<p>Playground currently closed.</p>	<ul style="list-style-type: none"> • Signage to be installed at each location and checked regularly to remind users of self-management protocols following Government guidance including: <ul style="list-style-type: none"> - Advising users not to enter the playground if they have any signs or symptoms of coronavirus or if they have been told to self-isolate. - Reminding users to behave responsibly and follow social distancing in accordance with existing government guidance. - Advising that children should be supervised carefully to maintain good hygiene and take hand sanitiser with them. Washing their hands as soon as they are able when they return home. - Advising users to stay away from the playground if it is busy and to return at a quieter time. - Encourage users to limit their time in the playground to allow everyone in the community fair access. - Any gates to facilities to remain open to minimise contact with high touch points. • Provide relevant information on parish noticeboards, online on parish council website and circulated on local Facebook groups. 	<ul style="list-style-type: none"> • Parish Clerk and Park Staff • Parish Clerk and Park Staff 	

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action and by when?	Done
<p>Transmission of COVID-19 – the virus may be able to survive long enough on frequently used/touched outdoor surfaces to facilitate transmission.</p>	<p>Playground users - children, parents, carers, guardians. At risk of touching contaminated surface and becoming infected.</p>	<p>Playground currently closed.</p>	<ul style="list-style-type: none"> ● Signage, prominent both inside and at the entrances to playgrounds, indicating the following: <ul style="list-style-type: none"> - Advising users not to enter the playground if they have any signs or symptoms of coronavirus or if they have been told to self-isolate. - Advising that the playground equipment will NOT be cleaned and that use of the facilities is at the user's own risk. - Encouraging adults to sanitise high traffic touch points themselves before and after use. - Encourage adults to bring their own hand sanitiser gel or wipes to clean theirs and their children's hands, in particular at the beginning and end of play. - Signage to remind users to follow current Government guidance i.e. not to touch their faces, and to cough or sneeze into a tissue or arm when a tissue is not available. ● Provide relevant information on parish noticeboards, online on parish council website and circulated on local Facebook groups. 	<ul style="list-style-type: none"> ● Parish Clerk and Park Staff ● Parish Clerk 	

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action and by when?	Done
Exposure to the risk of COVID-19 as a result of the need to undertake site maintenance	Playground users - children, parents, carers, guardians, staff and contractors	Playground currently closed. Daily litter picks at busy sites	<ul style="list-style-type: none"> The facility should be closed whilst litter picking is undertaken and signage erected reminding users to dispose of litter in the bins provided or to take it home. The facility should be closed if any maintenance work is required. Contractors will be asked to provide risk assessments to address any risk to their employees whilst undertaking their duties. 	<ul style="list-style-type: none"> Parish Clerk and Park staff 	
Transmission of COVID-19 - users with Additional Needs may not understand or be aware of the risks of transmission or may find it difficult to adjust to new behaviours.	Playground users - children, parents, carers, guardians. At risk of users with Additional Needs not following recommended guidance.	Playground currently closed.	<ul style="list-style-type: none"> Create signage that communicates the safety messages clearly to all users. Create signage that encourages responsible use of the facilities to enable all users to enjoy them safely. 	<ul style="list-style-type: none"> Parish Clerk 	

Recommendations

- To open the playgrounds from 8 July 2020 subject to the above. In particular to place an appropriate number of weatherproof signs both inside and at the entrances to the playgrounds so that they are highly visible. Signage to be checked as part of existing weekly inspections. In addition, to advertise the relevant information on parish council noticeboards, online on the parish council website and circulated on local Facebook groups in advance of opening.

please use
HAND SANITISER
regularly



STAY ALERT ▶ CONTROL THE VIRUS ▶ SAVE LIVES

PLEASE



**before and after you visit
the playground**

STAY ALERT ▶ CONTROL THE VIRUS ▶ SAVE LIVES



please try to stay 2m apart



**from others in the playground
(come back later if it's too busy)**

STAY ALERT ▶ CONTROL THE VIRUS ▶ SAVE LIVES

please do not eat
FOOD or SNACKS
in the playground



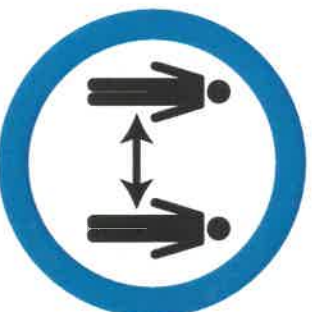
STAY ALERT ▶ CONTROL THE VIRUS ▶ SAVE LIVES

Outdoor recreation & leisure facilities

To minimise the risk of spreading Covid-19 please follow this guidance in line with current Government policy



Please take your litter home or use the bins provided



Maintain social distancing in line with Government guidance whilst enjoying time outdoors



Please take care to regularly sanitise and wash your hands

Please use the facilities responsibly to enable everyone to enjoy them safely

STAY ALERT ▶ CONTROL THE VIRUS ▶ SAVE LIVES



High Peak Borough Council
working for our community

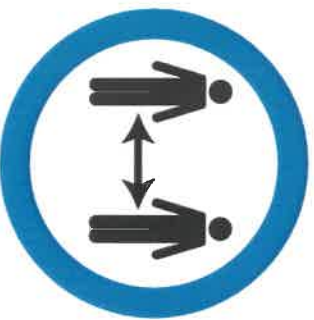
www.highpeak.gov.uk/Coronavirus

Facebook: @highpeakbc

Twitter: @HighPeakBC

Outdoor recreation & leisure facilities

To minimise the risk of spreading Covid-19 please follow this guidance in line with current Government policy



Maintain social distancing in line with Government guidance whilst enjoying time outdoors



Stay away if the site is busy and social distancing cannot be maintained



Take your litter home or use the bins provided



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STAY ALERT ▶ CONTROL THE VIRUS ▶ SAVE LIVES



High Peak Borough Council
working for our community

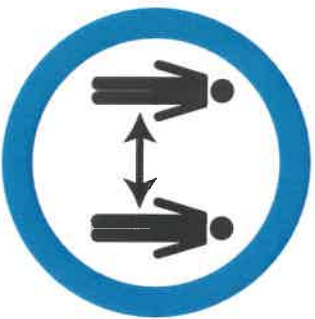
www.highpeak.gov.uk/Coronavirus

Facebook: @highpeakbc

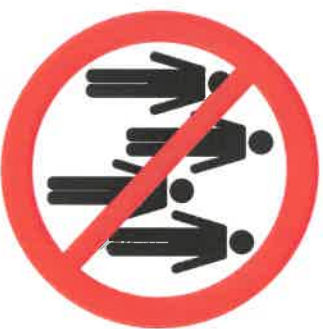
Twitter: @HighPeakBC

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STAY ALERT > CONTROL THE VIRUS > SAVE LIVES



STAFFORDSHIRE
moorlands
DISTRICT COUNCIL
ACHIEVING EXCELLENCE

www.staffsmoorlands.gov.uk/Coronavirus

Facebook: @StaffsMoorlands

Twitter: @StaffMoorlandDC

Outdoor recreation & leisure facilities

To minimise the risk of spreading Covid-19 please follow this guidance in line with current Government policy



Please take your
litter home or use
the bins provided



Maintain social distancing
in line with Government
guidance whilst enjoying
time outdoors



Please take care
to regularly
sanitise and wash
your hands

Please use the facilities responsibly to enable everyone to enjoy them safely

STAY ALERT ▶ CONTROL THE VIRUS ▶ SAVE LIVES



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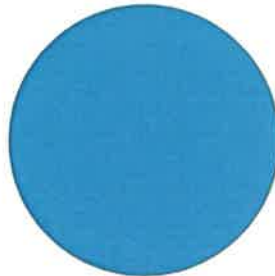
Twitter: @StaffMoorlandDC

Chinley, Buxworth & Brownside Parish Council Play Facilities

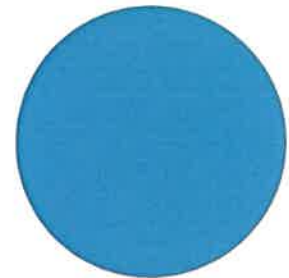
Please be advised that these facilities are **NOT** cleaned regularly. To minimise the risk of spreading COVID-19 please follow this guidance in line with current Government policy:



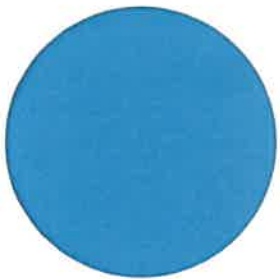
Do not enter this facility if you have symptoms of coronavirus or if you have been told to self-isolate



Maintain social distancing in line with Government guidance



Stay away if the site is busy and social distancing cannot be maintained and return when quieter



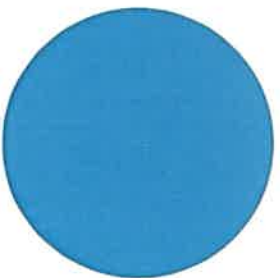
Supervise children and young people carefully to maintain good hygiene



Limit of one household per piece of equipment, including on benches



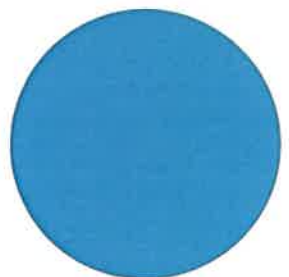
Bring your own hand sanitiser and clean your hands frequently, particularly before and after visiting



Sanitise high traffic touch points on equipment before and after use



Face coverings could pose an additional safety risk and are worn at the users own risk



Take your litter home or use the bins provided



Please use these facilities responsibly to enable everyone to enjoy them safely. Please be advised that you use these facilities at your own risk.

www.chinleybuxworthbrownside-pc.gov.uk

Sue Stockdale

From: Pakpahan, Helen <Helen.Pakpahan@highpeak.gov.uk>
Sent: 01 July 2020 17:32
To: Sue Stockdale
Subject: FW: Chapel youth Shelters

Sent this to your old email in error 😊

From: Pakpahan, Helen
Sent: 10 June 2020 17:55
To: clerk@chapel-en-le-frithparishcouncil.gov.uk
Cc: 'Harrison, Adam, 3298'
Subject: Chapel youth Shelters

Hi Sue,

I am writing to suggest that the youth shelters at chapel park are re-instated (perhaps on a 1 –year trial basis) as part of the re-opening of recreational equipment for young people post covid-19 lockdown.

As you are aware, the youth shelters were installed in 2002/3, as a direct response to complaints about youth gathering close to shops in chapel town centre. Working with the Parish Council, Police, HPBC and youth services, it was agreed at that time, that we look for a location for youth shelters and improve recreational facilities for 12+ age group. The police (mark free!) undertook an assessment of locations for the youth shelters across the town, and it was on their recommendation that they be installed on old tennis court within the Memorial Park (Rowton Grange Road) because:

- A park is a recreational area for the whole community – and young people were comfortable/felt safe using this space
- The site provided a high degree of natural supervision – both from parents with younger kids/dog walkers/park users, and from vehicles passing the road (street lighting covered area) including allowing police to drive past to keep informal ‘eye’ on youths
- They could be installed adjacent to proposed new recreational activities (skateboard ramps) which good practice models showed reduced vandalism of shelters and other play equipment
- It was close enough to town centre to encourage ‘relocation’ of those gathering

Earlier this year (2020), the youth shelters were removed and when I queried why, I was told that this was because Police had requested them to be taken out due to youths smoking cannabis at this location. I have now spoken to Sgt 3298 Adam Harrison who confirmed that a community police officer at a meeting of parish council in 2019, suggested that they be removed in response to complaints from houses opposite the park about noise and smell. However, she should not have given advice (only reported complaints) as she was not in a position to understand the wider implications for their removal on the town, consider the fact that their removal would have little impact (as offenders can simply sit on skateboard ramps or benches) and it reinforces the widespread perception that the Police target young people as ‘easy wins’ rather than addressing more serious (but harder to resolve) crime. In addition, it is removing the facility from the vast majority of legitimate users – and impacts on young people’s ability to use skateboard facilities (due to people sitting on them).

Clearly, during covid-19 emergency, it has probably been useful that there was no specific seating here – but as the lockdown eases, I would ask that the Parish Council consider re-instatement, because it will both send a positive message that the park is a recreational area for everyone in the town, but also so that as young people start to socialise outside their homes again, we do not recreate the problems of the past close to the shops and businesses.

While I would prefer them to be put back permanently, I do recognise that neighbours may raise complaints, so it seems a pragmatic solution to perhaps trial their reinstatement over next 12-18 months and then re-assess at this

point. The funding for the re-installation can come from regen budget grant (as shelters there to reduce town centre gathering near shops).

Kind regards,

Helen Pakpahan

Do you really need to print out this Email? Be green - keep it on the screen.

This email is intended for the addressee(s) only and may contain sensitive, privileged or confidential information that could be protectively marked. If you are not the addressee please do not use the information in any way. If you have received this email in error please notify the sender immediately and delete it from your system. Thank you.

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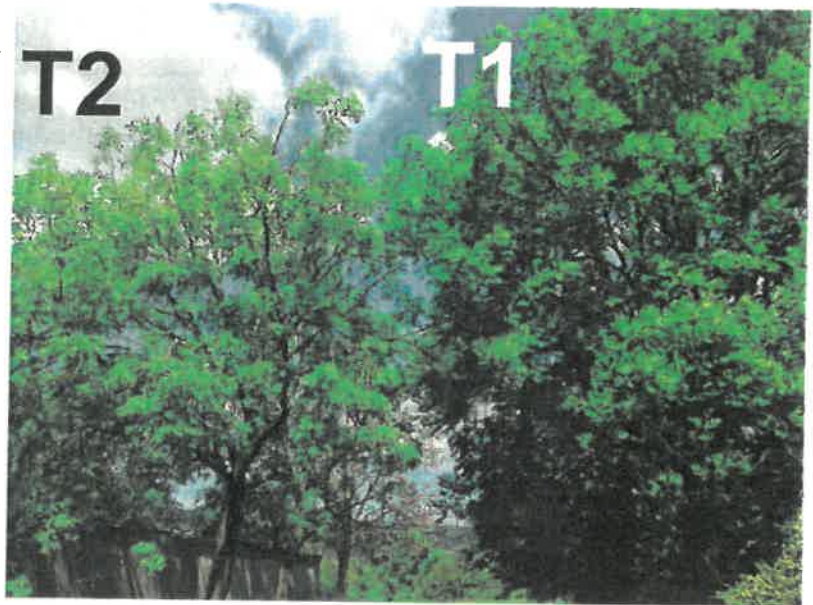
currently between Stage 3+4 - heavily diseased
will fall if not removed

HIGH PEAK TREE ADVICE NOTE

4 The foliage in the crown of the tree gradually thins as the disease progresses

Tree 1 - is an ash with healthy Crown

Tree 2 - is an ash showing the initial signs of the disease with around 25% crown loss



Tree 3 - with more advanced crown decline between 50% and 75%.



Tree 4 - final stages of Ash dieback with over 75% crown loss



SAPS Tree Services

High Peak
shane.apsmith@gmail.com

07707100742

16/06/20

Quotation to take down 2 Ash trees for Chapel en le Frith Parish Council, in the park off Rowton Grange Rd.

- Dismantle and take down 2 large mature Ash trees within the parkland, that have got Ash dieback disease.
- Remove all the brash and wood-chippings off site.
- Remove all the timber from the trees off site.
- Leave in a safe and tidy state upon completion.

Total amount £2200.00 (no VAT)

Please note, once the trees have been take away, the root buttresses of both trees could be a trip hazard for the public. Therefore I would recommend leaving the stumps at least 2' high, unless the council has their own specifications. Also as the trees are located in the parkland away from any roads, the work would have to be undertaken during a dry spell, when the ground is hard, in order to get vehicle and trailer access.

Regards,

Shane Smith



Telephone 01663 749509
Mobile 07976 843439
Email snstreesuk@icould.com
Web www.sns-trees.co.uk

Chapel Parish Council
Town Hall, Market Street
Chapel-en-le-frith
High Peak
SK22 0HP

Date Sent: 23/05/2020

Quote information

Account No: 12
Quote No: 818
Surveyor: Sean Dowell
Site Ref No:
Order No:

Quotation

Site Address Town Hall Market Street Chapel-en-le-frith High Peak SK22 0HP

Item No	Item	Description Of Work	Value
T1	Common lime	Climb and sectional fell to ground level, stack log on site and chip the brash into the hedge line	£425.00
T2	Ash	Climb and sectional fell just above the main union. Chip and remove all waste from site	£750.00
T3	Ash	Climb and sectional fell to just above the main union. Chip and remove all waste from site	£775.00

Total Value: £1,950.00
Vat(20%): £390.00
Total Inc Vat: £2,340.00

Tanpits cottage, Mellor rd, New Mills, High Peak SK22 4QQ

Stockport Tree Services Limited

83 Buxton Road
Whaley Bridge
DS
SK23 7HX
01663 635 509
chris@stockporttreeservices.co.uk
www.stockporttreeservices.co.uk
VAT Registration No.: 338947159



Quote

ADDRESS
Phi Brown
Town Hall
Chapel-en-le-Frith
Derbyshire
SK23 0HP

QUOTE 1057
DATE 30/05/2020

DATE	DESCRIPTION	QTY	RATE	AMOUNT
30/05/2020	Fell Ash tree to the height of the Union	2	800.00	1,600.00
30/05/2020	Fell dead Lime tree to ground level	1	480.00	480.00
30/05/2020	Woodchip to remain onsite, logs to be removed	1	0.00	0.00

SUBTOTAL	2,080.00
VAT TOTAL	416.00
TOTAL	£2,496.00

VAT SUMMARY

RATE	VAT	NET
VAT @ 20%	416.00	2,080.00

Accepted By

Accepted Date

Please make payment to:
Stockport Tree Services Limited
44622568
30-96-26

Cheques are to be made payable to:
Stockport Tree Services Ltd.

Internal Audit Service

Chapel-en-le-Frith Parish Council

Statement of Matters Arising and Recommendations – 2019/20

During the internal audit carried out for the above Council, the following matters arose. These matters arising should be reported to Council. It is recommended that the action noted against each item be taken by the Council/Clerk.

	Matters Arising	Recommended Action
1	The internal audit report for 2018/19 was presented and considered by Council on 4 June 2019.	N/A.
2	The Fidelity Guarantee Insurance cover currently stands at £100K, which is considered to be insufficient.	Council should consider increasing the FG cover to at least £200k and review the cover annually as part of the Financial Risk Assessment using the formula Balance at year end plus 50% of the precept.
3	The General Reserve as at 31 March 2020 was £47K, which is considered to be adequate.	Council should review the level of general Reserve annually. The recommended level is between 30% and 40% of the precept i.e. for 2019/20, between £36K and £48K.
2	There are no matters arising from the 2019/20 internal audit which necessitate bringing to the attention of Members.	N/A.

These matters arising should be reported to the next available meeting of the Council and any decision taken should be fully minuted.

Signed *Barrie Woodcock*

Date 09 June 2020