

CHAPEL-EN-LE-FRITH PARISH COUNCIL



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

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Office Hours: Monday-Friday 9.00 to 12.30

26 May 2021

Dear Councillor,

You are hereby summoned to attend an **ORDINARY MEETING** of the Parish Council to be held on **Tuesday 1 June 2021 at 7.30pm.**

The meeting will be held in the Main Hall of Chapel-en-le-Frith Town Hall.

After apologies for absence have been given, the business to be transacted will be as follows: -

1. Declaration of Interests
2. Dispensations
3. Variation of Business
4. Police matters
5. Open Forum – Public Participation
6. To receive the Minutes of the Annual Council Meeting held on 18 May 2021
7. To receive the Minutes of the Extraordinary Meeting held on 27 May 2021
8. To note the Minutes of the Footpaths and Trails Working Group held on 4 May 2021
9. To consider any matters arising from the above Minutes
10. To agree Councillors Allowances
11. Insurance Arrangements
12. Notice of Election
 - i. Chapel East Ward – one vacancy
 - ii. Dove Holes and Martinside – two vacancies
13. To confirm new Councillor Training
14. 2020/21 Annual Report
15. To receive the Annual Internal Audit report
16. Annual Return for the year ended 31 March 2021
Annual Governance Statement (Section 1)

Clerk to the Council – Suzan E. Stockdale

17. Annual Return for the year ended 31 March 2021
Accounting Statements (Section 2)
18. Motion from Councillor Gourlay - "In place of ratifying the minutes and decisions of committee meetings during the full council meeting, all councillors should instead be sent agendas and minutes for every committee of the council."
19. Motion from Councillor Adshead – " Can a final decision be made about how the Parish Council wishes to proceed with the South Head Drive Play Area".
20. Welcome Back Fund Application.
21. Motion from Councillor Chantler -As a new member of the Parish Council and also the local community, who has had no previous involvement with Chapel-en-le-Frith Parish Council, or any of the previous agendas, issues and matters that have arisen. I would find it personally helpful to myself and perhaps others. For each member of the Parish council to publicly briefly outline what they wish the Parish Council to achieve going forward in the next council cycle, and in so doing, what they personally consider as priority issues and why.
22. Motion from Councillor Chantler – Proposal for a Chapel-en-le-Frith Festival (proposed details attached)
23. Schedule of Accounts presented for payment
24. Correspondence
 - i. Defibrillator sponsorship request
 - ii. Sunday School Lane
 - iii. Public Rights of Way Minor Maintenance Agreement 2021 - 2022
25. Any Other Business (For discussion only)
 - To measure the council's opinion on two 10-minute parking spots outside the Co-op.
26. Press Releases
27. To resolve to exclude the press and members of the public under the Public Bodies (Admission to Meetings) Act 1960
 - Court Summons

Yours sincerely,

S Stockdale .

Mrs SE Stockdale
Clerk to the Council

Clerk to the Council – Suzan E. Stockdale

CHAPEL-EN-LE-FRITH PARISH COUNCIL

MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 18 MAY 2021

- Meeting Held:** Tuesday 18 May 2021
In the Main Hall of the Town Hall, Chapel-en-le-Frith
- Present:** Councillors J Adshead, M Barton, A Beswick, M Chantler, N Gourlay, N Hill, C Sizeland, Mrs S Walters and S Young.
- In Attendance:** Mrs S E Stockdale – Clerk to the Council
PCSO K Green
- Apologies accepted:** None
- Apologies noted:** None

There were six members of the public present at the meeting.

The Chairman welcomed new Councillors and thanked existing Councillors for their commitment over the last six months.

Those present were made aware that the meeting was being filmed.

21/1 Election of Chairman

The first item of business transacted was the election of Chairman. Councillor Gourlay proposed and Councillor Walters seconded that Councillor M Chantler be elected as Chairman.

Councillor Adshead proposed and Councillor Beswick seconded that Councillor S Young be elected as Chairman.

A vote was taken with Councillor Chantler receiving six votes and Councillor Young receiving 3 votes.

RESOLVED: That Councillor M Chantler be elected as Chairman of the Parish Council for the period to the next Annual Meeting of the Council.

Councillor Chantler advised that he would agree to take the role of Chairman on the following conditions:

That members are aware that he does not have a lot of local knowledge or connections, but is keen to get involved in the local community. He would expect the Council to work in an inclusive way, within the Standings Orders, Code of Conduct and following the Good Councillor Guide together with showing respect at all times.

PCSO Green advised that she will arrange for the proposed meetings in the local School when current restrictions allow.

It was reported that there have been recent incidents of anti-social behaviour on Chapel Market Place.

22/8 Public Participation

Members were advised about the progress with the Town End Community garden and the official opening which will be on 10th July 2021. Volunteers are welcome to assist with the running and maintenance of the garden.

22/9 Dates, place and times of meetings of the Council

RESOLVED: That for the period until the next Annual Meeting of the Council, Ordinary Meetings of the Council will be held on the first Tuesday of each month in the Annexe of the Town Hall, Chapel-en-le-Frith, commencing at 7.30pm, apart from August and December where the meeting will be held in Dove Holes.

RESOLVED: That the next Annual Meeting of the Council be held on Tuesday 3rd May 2022.

RESOLVED: That the Annual Parish Meeting be held on Wednesday 20th April 2022 at 7.30pm.

22/10 Membership of Existing Committees

RESOLVED: That the Health and Safety Committee be incorporated into the Town Hall Committee.

That the Economic Regeneration Committee be incorporated into the Regeneration Committee.

That the Community Awards Committee be incorporated into the Communication Committee.

That all members are sent copies of agendas and minutes irrespective of Committee membership.

Planning Committee

Cllrs Barton, Beswick, Chantler, Hill and Walters

Amenities Committee

Cllrs Adshead, Barton, Beswick, Hill, Sizeland and Walters

Town Hall Committee

Cllrs Sizeland, Walters and Young

Regeneration Committee

Cllrs Adshead, Barton, Beswick, Chantler, Hill and Walters

22/13 **Schedule of Accounts presented for payment.**

Cheques numbered 009177 to 09137 were presented amounting to £8,085.10

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

ACTION: The Clerk to supply members with a breakdown of the IT monthly costs.

22/14 **Lease Sparrowpit Play Area**

RESOLVED: That the draft lease be considered at the next Amenities Committee.

ACTION: The Clerk to send a copy of the draft lease to members of the Amenities Committee prior to consideration at the next meeting.

22/15 Motion from Councillor Gourlay - This council notes the campaign letter of Alistair Beswick and resolves to open a waiting list for the Leys allotments, and through the Amenities Committee to clear a section of the Leys ready for the first allotment-holders to take possession this Autumn.

Councillor Sizeland having declared an interest in the agenda item left the room while the matter was considered.

RESOLVED: To enable the Council to judge the demand for allotments on the Leys site, a waiting list is opened.

ACTION: The Clerk to open a waiting list for the Leys Allotment site.

22/16 Motion from Councillor Gourlay - "This council notes the campaign letter of Michael Barton and resolves:
(1.) through the Amenities Committee, to add additional planting areas to attract insects and birds, both in the council's parks and also by working with other land-owners;
(2.) through the Regeneration Committee, to produce a costed improvement plan for the Market Place, ready for January 2022 budget meetings."

RESOLVED: That (1.) is considered by the Amenities Committee at their next meeting.
That (2.) is considered by the Regeneration Committee at their next meeting.

ACTION: The Clerk to update the list of assets.

22/22 **Review of the Councils expenditure incurred under s137 or the general power of competence**

RESOLVED: That the S106 expenditure as presented is agreed.

22/23 **To agree Councillors Allowances**

RESOLVED: That this is deferred until the next Full Meeting of the Council.

22/24 **Insurance Arrangements**

RESOLVED: That Insurance quotes be presented to the next Full Council meeting.

22/25 **Minutes of the Full Council meeting held on 6 April 2021**

Minutes numbered 21/371 to 21/389 were presented.

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

22/26 **Minutes of the Planning Committee held on 13 April and 11 May 2021**

Minutes numbered 21/390 to 21/395 and 21/408 to 21/413 were presented. The minutes were amended to read that the S106 money from Wain Homes will be used in Chapel Parish and not paid to Chapel Parish.

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

22/27 **Minutes of the Amenities Committee held on 13 and 30 April 2021**

Minutes numbered 21/396 to 21/398 and 21/399 to 21/407 were presented.

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

22/28 **To note the Minutes of the Footpaths and Trails Working Group held on 16 March 2021**

RESOLVED: That the minutes be noted.

CHAPEL-EN-LE-FRITH PARISH COUNCIL FOOTPATHS AND TRAILS WORKING GROUP

Minutes of the meeting on Tuesday 4 May 2021 at 7pm online via Zoom

Present: Cllr Chris Sizeland (Chair)
David Benning
Sandra Higgins
Mave Morrison
Tony Brackenbury
Liz McCormick
Peter Soden

Action

1 Formalities

Chris Sizeland welcomed everyone to the meeting.

1.2 Attendee names and contact details

Attendance recorded by Sandra Higgins.

1.3 Apologies for absence

None.

1.4 Declarations of interest

Attendees were asked to declare any interests.

Cllr Chris Sizeland has two footpaths on his land. One on the route and one just off it. The Clerk has given Chris a dispensation in respect of these.

Liz McCormick is a trustee for the G E Barratt estate which incorporates 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 16 March 2021

2.1 Amendments

Item 7.1 Second line – Change to “as the road is perceived to be very dangerous”.
Re safety measures, include a note that the difficulties on Ashbourne Lane were discussed by the Group about three years ago, and this has been included in the report to Richard Lovell. [For reference, possible safety measures on Asbourne Lane were included in Appendix 6 , Technical Note 2 of Progress Report No1: Our Footpaths Our Heritage: Our Plans to Extend, Improve and Maintain the Peak Forest Tramway and Warmbrook Trails; Chapel-en-le-Frith Parish Council Footpaths and Trails Working Party, September 2016.]

Item 7.2 Insert “board” after information.

2.2 Matters arising

Item 3 Tramway Trail Signage. Some more stickers have been put up, but more are needed to direct the route. The short section along Charley Lane needs to be revisited as there are multiple options.

continued ...

CHAPEL-EN-LE-FRITH PARISH COUNCIL FOOTPATHS AND TRAILS WORKING GROUP

Matters arising - continued

Item 3 Permanent Signs. The Street Lighting department had previously given permission for temporary signage on lamp posts. David has contacted Anna Chapman at DCC about replacing the temporary signage with permanent signage and has received the application form. She also said that funds had been made available for resurfacing part of the Trail. Chris is also looking at possible funding sources.

Item 4 Warmbrook Trail. No news on s106 money and no progress on consulting residents living on proposed route. Awaiting Seddons and Network Rail. Need to wait until after the elections on 7th May as DCC Councillors may change.

Item 6 Share with Care Scheme. Chris has been looking for partners to put a proposal to DCC, but it looks like the group will have to push this forward alone. A proposal is intended to be submitted after the election when the DCC Councillors are confirmed.

3 Draft Progress Report no 3

Peter summarised the Report, which had previously been circulated. It now includes an Executive Summary and the maps have been made clearer to follow. Conclusions and Recommendations are more fully detailed at the end of the Report. Mave commented that this was a very good report of what the Group had achieved so far.

Peter noted one subsequent minor amendment to one of the Conclusions. He also consulted on the part of the report relating to the Key Cycle Network which needed clarification. Chris will give the report another thorough read through.

CS

David voiced concerns regarding the two new routes on map W8. His advice to the Group on safety is in a professional capacity, and as they are not in Chapel Parish and he has not walked them, he is not in a position to endorse them. He proposed that a sentence is added to the Report emphasising that because these two route options are not in the Chapel-en-le-Frith Parish they have not been scrutinised and remain provisional. Chris encouraged everyone to walk the route.

All

Peter highlighted recommendations for CPC in the Report, in particular to improve transport connections to the area.

There are still sections of the proposed route for which access permissions need to be obtained and this must now be a priority. It was discussed whether members of the Group or Parish Councillors would be the appropriate people to approach landowners. It was agreed that DCC would need to be consulted. Peter proposed that after the elections Chapel Parish Councillors be approached to help with getting landowner permissions for the route, and also that a register of landowners and progress made with contacting them be maintained. This is a complex issue and support from CPC and DCC is needed.

CHAPEL-EN-LE-FRITH PARISH COUNCIL FOOTPATHS AND TRAILS WORKING GROUP

4 Invitation of Richard Lovell of DCC to meeting

Richard Lovell has indicated that he will spend some time on this, but in the future as he has other priorities at the moment. He already has lots of information which he needs time to read. It was agreed that the best way forward would be to invite Richard to the meeting after next via the Derbyshire County Councillor's office.

5 Information Boards

The information board for Whitehough has been ordered.

6 Any other business

6.1 The minutes of the Working Group no longer need to be approved by the Parish Council.

6.2 The Group needs to formalise Terms of Reference. Chris to draft for the next meeting. CS

6.3 David had previously written to Thom Howe about crossing the bypass safely and when chasing him found out that he is no longer the Rights of Way Officer, which means we no longer have a named contact at DCC.

6.4 David has also been personally written to about a High Street Survey. Sandra has also received this and thinks it unlikely to be of any use to influence government spending.

7 Items for next meeting

7.1 Agenda items for next meeting

7.2.1 Group Terms of Reference.

7.2.2 Information Board at Chapel Milton.

7.2.3 Interactive map.

7.2.4 Invitation to Richard Lovell. Possibly 27th July 2021.

7.2 Date and method of next meeting

Date - Tuesday 15th June 2021.

Location – Zoom (still allowed as we are a group).

The meeting closed at 9 pm.

PROPOSAL FOR CHAPEL -EN-LE -FRITH FESTIVAL

In keeping with the agreed aims and published objectives (Neighbourhood development plan 2013-2028 pages 19-22).

I propose a motion for the council to fully support the formulation of a task and finish group reporting to Chapel en Le Frith Parish Council.

The Purpose of which is to develop and implement: - One of two separate options for a festival in the parish in the summer of 2020 or 2023.

This Festival will either be for a weekend or a series of week-long events including the wider parish area. IE Dove Holes, Combs and Whitehough, to be determined by the Parish Council following the recommendations of the task and finish group.

The task and finish group will work in conjunction with and utilise the full support of the existing standing committees IE: - Publicity and communications, Amenities, Planning and regeneration.

This group will invite full participation from members of the community, therefore facilitating parish councillors and interested members of the local community working together for the common aim outlined in this motion. It is hoped that such a group will draw on a wide ranging skill set that exists in the community to enhance the development.

This group will regularly update the progress of developments including any obstacles encountered with the clear expectation that the Council will endorse and offer practical support as the recommendations develop.

The terms of reference of this group will be inclusive, these terms will include the encouragement and support to a range of local community groups in the parish and participation from local businesses including Pubs restaurants and shops participating in the shared objectives.

It will further include engagement with tourist boards, Local media, both radio and newspapers to advertise and make people aware of the festival and events.

In addition the group would engage with relevant agencies including the local police and St Johns ambulance service to ensure key partners are sighted on developments.