

CHAPEL-EN-LE-FRITH PARISH COUNCIL

Office Hours
Monday-
Friday
9.00 to 12.30

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

27 April 2022

Dear Councillor,

You are hereby summoned to attend the **ANNUAL MEETING** of the Parish Council to be held on Tuesday 3 May 2022 at 7pm in the Annexe of the Town Hall, Chapel-en-le-Frith.

After prayers have been said and Apologies for absence have been given, the business to be transacted as per Standing Order 3. (x) will be as follows: -

1. Election of Chairman
2. Appointment of Vice Chairman
3. Declaration of Interests
4. Dispensations
5. Variation of Business
6. Dates, place and times of meetings of the Council
 - a. Ordinary meetings – 1st Tuesday in every month
 - b. Place of meetings – To be confirmed
 - c. Annual Meeting – Tuesday 2nd May 2023
 - d. Annual Parish Meeting – Wednesday 19th April 2023
7. Membership of existing committees
8. Appointment of Representatives to serve on Outside Bodies
 - Chapel-en-le-Frith United Charities
 - Victor Burdekin Trust
 - G & S Beresford Trust
 - Chapel Leisure Centre Joint User group
 - Hope Valley Rail Partnership
 - Peak and Northern Footpaths Society
9. Police Matters
10. To agree the Councils Standing Orders
11. To agree the Councils Financial Regulations

12. To review the following Policies and Procedures:

- Code of Conduct
- Staff Disciplinary Policy
- Staff Grievance Policy
- Staff Compassionate Leave Policy
- Policy and Procedure Handbook
- Complaints Procedure
- Data Protection Policy
- Data Retention Policy
- Co-option Policy
- Health and Safety Policy
- Equality and Diversity Policy
- Safeguarding Adults and Children Policy
- CCTV Policy
- Freedom of Information Policy
- Social Media Guidance

13. To agree Committee Terms of Reference

- Planning Committee
- Amenities Committee
- Town Hall Committee
- F & GP Committee
- Communications Committee
- Regeneration Committee (Draft)
- Personnel Committee (Draft)

14. Review of land and assets

15. Review of the Councils expenditure incurred under s137 or the general power of competence

16. Update on the review of Councillors Allowances

17. To review the Councils Insurance Arrangements

18. Police Matters

19. Open Forum – Public Participation

20. To receive the Minutes of the Ordinary Meeting held on 5 April 2022

21. To consider any matters arising from the above Minutes

22. Regulatory assessment of the proposed revocation of the Memorial Park By-Laws.

23. Outstanding actions from previous meetings.

24. South Head Drive Play Area.

25. To agree the recommendation made by the Amenities Committee in respect of replacement gates for the Memorial Park.

26. Motion from Councillor Adshead - How can our Council run more effectively, understanding the dynamics and roles we hold.

27. Motion from Councillor Saxby – The Council bid for funds from Derbyshire’s Crime Commissioner towards installing a maximum of three Speed Indicator Devices in hotspot areas within the Parish.

28. Insurance complaint - update on referral to ombudsman.
Review of reply from insurers.
Motion from Cllr Sizeland: "The PC undertakes to review its choice of insurer, with special emphasis on using an insurer it can deal with direct rather than through an intermediary."
29. Motion from Councillor Sizeland – The Council undertakes to review its choice of insurer, with special emphasis on using an insurer it can deal with direct rather than through an intermediary.
30. Motion from Councillor Sizeland – The Council undertakes to install additional leaflet dispensers on the Market Place, Town Hall and Parks to house the Town Heritage Trail Leaflets in addition to the existing walks leaflets.
31. Motion from Councillor Chantler – To authorise expenditure if required up to the sum of £3,000 to support the joint Parish Council project to deliver support for Ukrainian displaced people in line with Government policy and guidance. That this be delegated to either the Clerk and Chairman or a committee of the Council. That a record of expenditure be kept and reported back to the Full Council. Any contracts that may be entered into would need to be agreed by the Full Council and comply with the Council's Financial Regulations.
32. Motion from Councillor Beswick – This Council agrees to match fund the remaining costs of the commission, creation and installation of bespoke 'Welcome to Chapel-en-le-Frith' art panels on behalf of the 'Friends of Chapel-en-le-Frith Station' group up to the value of £2,000.
33. Motion from Councillor Sizeland - "Chapel PC undertakes to send a letter of support for Chinley & Buxworth Transport Group's application for step free access funding at Chinley Station. The letter to be sent by email no later than the first week in May in accordance with the email request received."
34. Motion from Councillor Hill - "This council undertakes to reverse the decision to cancel the trailer on order from Batesons as the current trailer is not road worthy or fit for purpose"
35. Motion from Councillor Hill - "This council will look at the funding and installation of a pump track, similar to the one that has just been opened in Bankswood Park, Glossop."
36. Motion from Councillor Hill - "All Planters & other constructions carried out in the Parish's Parks & Green Spaces will be done using Derbyshire Stone as the default material. If other materials are to be used, this work needs to come to the amenities committee before being carried out"
37. Motion from Councillor Sizeland - The PC undertakes to value land adjacent to the park, in order that purchase of said land can be considered. The valuer used is to be agreed with the landowner".
38. Motion from Councillor Chantler - The Council agrees to contribute the sum of £1250 to the joint development of a Web site for the purpose of the partnership with High Peak Councils and East Cheshire areas for the resettlement of Ukrainian Refugees in line with government policy and guidance over the areas of the high Peak and areas in East Cheshire.
39. Update on the re-opening of the Leys Allotments.

40. To agree the production of the 2022/23 Annual Report

41. Annual Return for the year ended 31 March 2022
Annual Governance Statement (Section 1)

42 Annual Return for the year ended 31 March 2022
Accounting Statements (Section 2)

43 Schedule of Accounts presented for payment

44 Correspondence

- Email regarding the production and publishing of historical minutes.
- Peak Park Parishes Day 2022

45 Any Other Business (For discussion only)

46 Press Releases

- To agree a timetable for Councillors to comment on press releases and agree if the Council should be making political statements in press releases.

47 To resolve to exclude the press and members of the public under the Public Bodies
(Admission to Meetings) Act 1960.

- Staffing matters
- To note the Court Appeal hearing date 7 July 2022

Yours sincerely,

Mrs SE Stockdale
Clerk to the Council