



TOWN HALL
CHAPEL-EN-LE-FRITH
SK23 0HP

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www.chapelpc.org

Office Hours: Tuesday-Friday 9.00 to 12.30

30th April 2025

Dear Councillor,

You are hereby summoned to attend a meeting of the Council, to be held at 7.00pm on Tuesday 6th May 2025 in Chapel-en-le-Frith Town Hall.

Gill Turner

Clerk to the Council
clerk@chapelpc.org

AGENDA

The business to be transacted will be as follows:

1. To elect a Chair of the Council for the year 2025/26
2. To elect a Vice-Chair of the Council for the year 2025/26
3. To receive any apologies for absence
4. To make any Declarations of Interest
5. To consider any applications for Dispensations
6. To determine which items, if any, from the agenda should be taken with the public excluded. If the Parish Council decides to exclude the public, it will be necessary to pass a resolution in the following terms: "to consider a resolution under the Public Bodies (Admission to Meetings Act 1960) s1 to exclude members of the press and public in order to discuss item number ..."
This item will then be discussed with the press and public excluded.'
7. To agree any variations of order of business
8. *(if police officers attend)* To consider any Police matters
9. Public Participation – up to 10 minutes will be made available for members of the public to raise matters relevant to the business of the Parish Council:
 - (a) Members of the general public
 - (b) County and Borough councillors
10. To approve the minutes of the Full Council meetings held on 1st April 2025
11. To receive the Chair's Annual Report
12. To review the Council's Policies and Procedures

Allotment Policy	General & Earmarked Reserves Policy
Civility & Respect Pledge - NALC	Grants Policy (s137) and application form
CCTV policy & Request form	Health and Safety Policy
Code of Conduct	Privacy Notice Policy
Communication Policy	Procurement Policy
Complaints Policy	Publication Scheme
Co-option Policy	Risk Management Strategy
Councillor -Officer Protocol	Scheme of Delegation
Data Protection Policy	Social Media Policy
Data Retention Policy	Safeguarding Policy

Declaration of Acceptance of Office	Standing Orders
Dispensations Request Form	Training and Development Policy
Expenses Policy	Transparency Code - Website
Freedom of Information Publication Scheme & Requests	Vexatious Complaints Policy
Filming/Recording of Meetings	Website Accessibility Statement
Financial Regulations	Website Modern Slavery Policy
Freeman/Freewoman of Chapel-en-le-Frith Policy	Website Privacy Policy
Fixed Asset Register	Working Group Protocol

13. To receive updates on Actions from previous Minutes

25/402 Missing Bench on the Market Place damaged by a vehicle

25/403 Standardisation of the flower beds in Derbyshire stone including plaque acknowledging the bequest

25/404 Skip to help clear the land on Dove Holes Allotment

26/018 Motion from Cllr Adshead – That this council suspends all further subcommittee meetings until all members have attended suitable courses. That all council matters will be discussed at a Full Council meeting. Once training has been completed, careful consideration is to be given to the make-up of said committees moving forward

14. To consider Planning Applications notified to the Parish Council

15. To consider any Planning Appeals notified to the Parish Council

16. To comment on any Planning Decision Notices

17. To receive any reports from Committees/working groups (except if the issue is elsewhere on agenda):

(a) Regeneration & Communications Committee

(b) Finance & Town Hall Committee

(c) Personnel Committee – to consider a motion that the Council writes to the Clerk stating that she has successfully completed the probationary period.

18. To review the terms of reference for all Committees/Working Groups

19. Finance:

(a) To authorise the schedule of accounts presented for payment

(b) To authorise the following Direct Debits for the next year:

• O2 – mobile phone charges	£32.98
• Fuel Gengie – Fuel	£74.88
• HPBC – Business Rates	£786.00
• HPBC – Flat at 47-49 Market Street (vacant)	£183.00
• Trusted IT – IT Support	£415.75
• B Online – Phone Broadband	£49.95
• Castle Associates – HR	£80.00
• WaterPlus – Town Hall	£114.22
• WaterPlus – 47-49 Market Street	£29.87

20. To consider Chair and Members allowances.

21. To consider changing the date of the Annual Parish meeting to Thursday 22nd May

22. To note any court case matters

23. To confirm the date of the next Parish Council meeting