

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.

22/2 Appointment of Vice Chairman

Councillor Hill proposed and Councillor Gourlay seconded that Councillor J Adshead be elected as Vice Chairman.

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

Councillor Adshead declined his nomination in favour of Councillor Young.

RESOLVED: That Councillor S Young be elected as Vice Chairman of the Parish Council for the period to the next Annual Meeting of the Council.

22/3 New Members Declaration of Acceptance

The Clerk advised that Councillor McCarthy had not yet signed his Declaration of Acceptance, which has to be completed within 28 days of the date of election.

RESOLVED: That this be added as an agenda item for the next Full Council Meeting.

22/4 Declarations of Interest

The following declarations of interest were made:

Councillor N Gourlay is eligible to receive a Councillor Allowance.

Councillor N Gourlay - as a friend of an adjoining landowner to the Leys Allotments.

Councillor C Sizeland – Leys Allotment site as an adjoining land owner

Councillor Mrs Walters - as a friend of an adjoining landowner to the Leys Allotments.

Councillors N Gourlay, N Hill and Mrs S Walters who are members of Chapel Community Group.

22/5 Dispensations

Two dispensations have been granted to Councillor Sizeland.

22/6 Variation of Business

RESOLVED: That agenda items 19, 20 and 33 – 39 be moved and taken after agenda item 9.

22/7 Police Matters

PCSO Green reported that crime statistics for the Parish are now available on the Derbyshire Constabulary website.

The Police are looking to undertake more community engagement and are encouraging residents to sign up to Derbyshire Alert.

The Community Speed watch has recommenced.

Anti-Social behaviour issues in the Memorial Park are currently being addressed and six fixed penalty notices have been issued. There will be a multi-agency community engagement approach moving forward.

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

F & GP Committee

Cllrs Chantler, Gourlay, Sizeland, Walters and Young

Communications Committee

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

Personnel Committee

Cllrs Hill, Walters and Young

Disciplinary Committee

Cllrs Adshead and Chantler

Police Liaison

Cllrs Barton, Beswick, Chantler and Walters

Footpaths Working Group

Cllrs Barton, Sizeland and Walters

22/11 Appointment of Representatives to serve on Outside Bodies

United Charities

Cllrs Adshead, Beswick, Gourlay and Hill

Leisure Centre

Cllrs Adshead and Young

G & S Beresford Trust

Cllrs Beswick and Hill

Hope Valley Rail Partnership

Cllr Chantler

Peak and Northern Footpaths

Cllr Sizeland

22/12 To agree the reprinting of 10,000 walk leaflets at a cost of 1,394.00 ex VAT

The Clerk confirmed that 50% of the cost of the leaflet reprint can be claimed back through the Regeneration Grant from High Peak Borough Council.

RESOLVED: That an order be placed for the reprinting of 10,000 walk leaflets.

ACTION: The Clerk to place an order.

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.

22/17 To agree the Councils Standing Orders

RESOLVED: That the Standing Orders are agreed with no amendments.

22/18 To agree the Councils Financial Regulations

RESOLVED: That the Financial Regulations are agreed with no amendments.
To note that any expenditure proposed by a Committee that is over £5,000 is referred to the Full Council for ratification.

22/19 To agree 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

RESOLVED: That the current Communications Policy remains in place and a revised version is presented to the next Communications Committee Meeting.
That all the above Policies are agreed with no amendments.

22/20 To agree Terms of Reference

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

RESOLVED: That the Terms of Reference are agreed with no further amendments.

22/21 Review of Land and Assets

RESOLVED: That the existing grit bins and the trough on Chapel Market Place be added to the list of assets.

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.

22/29 Matters arising from the minutes

It was noted that the Peak Park Planning Authority had queried the comments made on Planning Application NP/HPK/0321/0258 and it has been confirmed that the comments related to the left hand side of the property.

22/30 Town Hall

Loss of earnings

The Council were advised that the loss of earning from use of the rooms at the Town Hall to 14 May 2021, currently stands at £17,261.26. This will be offset by the grants totalling £27,669.00 received from central government.

22/31 Co-option onto the Council

RESOLVED: That this is deferred and added as an agenda item for the next Full Council meeting.

RESOLVED: That the remaining agenda items are deferred until the next Full Council Meeting on 1 June 2021.

22/32 To resolve to exclude the press and members of the public under the Public Bodies (Admission to Meetings) Act 1960

RESOLVED: That a response is sent to Richard Buxton Solicitors outlining the up to date position of the Council in respect of equipment in Chapel Memorial Park.

The Chairman closed the meeting at 21.40 hours.

CHAIRMAN