

CHAPEL-EN-LE-FRITH PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON 6 OCTOBER 2021

- Meeting Held:** Tuesday 6 October 2021
Held in the Main Hall of the Town Hall, Chapel-en-le-Frith
- Present:** Councillor M Chantler in the Chair
Councillors J Adshead, M Barton, N Gourlay, N Hill, C Sizeland,
Mrs S Walters and S Young.
- In Attendance:** Mrs S E Stockdale – Clerk to the Council
Andrea Kemp - SHIFT
- Apologies accepted:** Councillor A Beswick due to attendance at the Courses
Allotment Society AGM.
- Apologies noted:** None
- Absent:** None

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

22/234 Declarations of Interest

Councillor Barton, Sizeland and Walters declared an interest in the CCTV quotes for the Town Hall.

22/235 Dispensations

Two dispensations have been granted to Councillor Sizeland.

Councillor Young joined the meeting.

22/236 Variation of Business

None.

22/237 Police Matters

Councillor Barton advised members that he has been contacted by the WI following recent vandalism that has occurred in the Tramps Garden. A MS teams meeting is being arranged to speak with the Police and Ward members about this issue.

22/238 Public Participation

There were no members of the public who wanted to address the Council.

22/239 Minutes of the Full Council meeting held 7 September 2021

Minutes numbered 22/199 to 22/221 were presented.

Minute 22/213 was amended to read that the pension scheme is administered by Derbyshire County Council.

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

22/240 Matters arising from the minutes

The Clerk advised that the Council will not be invoiced for the Leisure Centre subsidy for the financial year 2020/21 due to COVID and the closure of the Leisure Centre for long periods in the year.

Councillor Gourlay confirmed that he has brought the Chapel Rejuvenation Plan to the attention of the County Council and pursuing getting it added to the Capital Projects Plan.

The Park Manager was asked to jet wash the Market Place as the surface has become slippery. Also the trees are in need of pruning and this will be reported to High Peak Borough Council.

ACTION: Park Manager to arrange for the jet washing.
Clerk to report that the trees need pruning to High Peak Borough Council.

22/241 Outstanding Actions from previous meetings

Members were supplied with the spreadsheet of outstanding actions and members asked if they could have the link to the google document with the minute packs.

ACTION: Assistant Clerk to send out the google document link with the monthly minute packs.

22/242 To accept the Community Consultation report from SHIFT

The Chief Executive of SHIFT presented the Community Consultation report following the recent community listening exercise.

The report lists thirteen recommendations and the Amenities Committee were asked to write an Implementation Plan.

It was agreed that the report can be used for further consultation with the community moving forward.

Councillor Hill proposed and Councillor Barton seconded that the report is accepted and implemented. Seven members voted in favour with two abstentions.

RESOLVED: That the SHIFT Report is accepted and made available to the public on the Council's website. That the Amenities Committee are responsible for the implementation of the recommendations in the Plan.

ACTION: Assistant Clerk to add the report as an agenda item for the next Amenities Committee to agree an Implementation Plan.

22/243 South Head Drive Play Area

Councillor Sizeland advised that High Peak Borough Council and the Developer have agreed to work together and commission a joint survey of the site and work together to find a resolution for the site.

22/244 Insurance complaint

Councillor Sizeland proposed that rather than pursue a complaint through the Council's Insurance Brokers that the Council should do this directly themselves. Councillor Sizeland indicated that he would be happy to do this.

RESOLVED: That Councillor Sizeland pursues the Insurance complaint on behalf of the Council.

ACTION: Councillor Sizeland to action.

22/245 To agree a brief for SHIFT to undertake consultation work in Dove Holes.

SHIFT presented a brief for proposed community consultation work in Dove Holes together with a cost.

RESOLVED: That the Council undertake some initial consultation and review the proposal in the Spring.

22/246 Crime Strategy (Minute 22/146)

RESOLVED: That the Police Liaison group considers this matter.

That the proposed new signage in the Parks includes information on how to report anti-social behaviour and advice be sought from the Police in this respect.

ACTION: That the Amenities Committee consider this when looking at new signage.

22/247 Updating of the Memorial Park By-Laws (Minute 22/146)

RESOLVED: That Councillor Gourlay will present options for amended by-laws to the Council.

- ACTION:** Councillor Gourlay to report back to the Council.
- 22/248** **Deferred motion from Councillor Gourlay – This council asks for costing to be produced for a meeting place for teenagers, sheltered from the rain, one option being an architectural bandstand.**
- RESOLVED:** That the Amenities Committee discuss this further and look at possible options.
- ACTION:** Assistant Clerk to add and agenda item to the next Amenities Committee.
- 22/249** **To agree amendments to the Councils Grievance Policy following the Extraordinary Meeting held on 25 August 2021**
- RESOLVED:** That the amendments to the Grievance Policy as presented are accepted.
- 22/250** **Motion from Councillor Barton "Following a brief review of internal documentation and processes around HR matters, it is recommended an independent HR audit is undertaken to ensure the council is compliant with all current HR legislation and best practice. This will also include ensuring all terms and conditions are equal, all job descriptions are current and reflect current demands, revised job descriptions are agreed with employees /employee representatives and subject to independent job evaluation before the end of December 2021".**
- RESOLVED:** To action within scope of the motion, timescale and within an agreed budget of £2,000.
- ACTION:** Councillor Barton to action and report back to Full Council in the New Year.
- 22/251** **To agree the process for making Community Awards.**
- RESOLVED:** That the Chairman, Councillor Hill and three members of the public will consider the nominations using an agreed scoring system and make a recommendation to the Council.
- ACTION:** The Clerk to arrange a meeting of the Community Awards group.

22/252 **Motion from Councillor Chantler – “Following any future decision by the Community Awards panel to honour nominated residents of the Parish for service to the Community on a new Community Awards Board in the Main Hall of the Town Hall. That the Council holds a buffet and invite the press for a ceremony at the Town Hall to present the awards to any individual nominated.**

RESOLVED: That a Community Awards Board be commissioned and the names of all recipients be added and that it be placed in the Town Hall.

22/253 **Motion from Councillor Barton – “to consider funding roof repairs to the annexe and main hall roofs and to prepare a plan of action, also to consider removing the false ceiling in the annexe to gain access to the windows and improve ventilation flow and make repairs to the windows in the main hall.**

RESOLVED: That the proposal is considered by the Town Hall Committee at their next meeting.

ACTION: The Clerk to add and agenda item for the next Town Hall Committee

22/254 **To consider CCTV quotes for the Town Hall.**

Councillor Barton and Sizeland left the room and took no part in the discussion due to their relationship with two of the companies who had quoted.

The Council considered three quotes with the option of drawing up a new specification.

RESOLVED: That the quote from ESI be accepted.

ACTION: The Clerk to place an order for the work.

22/255 **To agree Christmas tree lighting arrangements.**

RESOLVED: That Councillor Hill liaise with the Assistant Clerk regarding Christmas tree lighting for Friday 26 November 2021.

ACTION: Assistant Clerk to liaise with Councillor Hill.

22/256 **To agree that the Council uses High Peak Borough Council for any tender processing in line with Standing Order 18.**

RESOLVED: That the Council uses High peak Borough Council to undertake any tender processing in line with Standing Order 18.

22/257 Date for a Communications Committee.

ACTION: The Clerk to circulate dates to members of the Committee.

22/258 Schedule of Accounts presented for payment.

Bankline payment were presented amounting to £15,845.25.

RESOLVED: That the authorised signatories approve the payments on Bankline and the accounts to which they relate be paid electronically.
That cheque number 009234 for £150.00 be authorised.

22/259 Correspondence

- Letter from Mr & Mrs Gloster which will be acknowledged.

22/260 Any Other Business

Councillor Gourlay advised members that he will be receiving a grant as an elected member of Derbyshire County Council to use for the Jubilee in 2022. He will bring some suggestions to the Council which they may wish to consider match funding.

22/261 Press Releases

None.

22/262 Date and place of next meeting

Wednesday 10th November in the Main Hall of the Town Hall, Chapel-en-le-Frith.

Councillor Adshead left the meeting.

22/263 To resolve to exclude the press and members of the public under the Public Bodies (Admission to Meetings) Act 1960

Update on legal position and fees relating to Court action – Chapel Memorial Park

The Chairman advised that Court dates have been set for 1st, 2nd and 4th November 2021.

To agree additional administration support to deliver the SHIFT Action Plan.

RESOLVED: That this is considered by the Amenities Committee at their next meeting.

ACTION: Assistant Clerk to add an agenda item for the next Amenities Committee.

The Chairman closed the meeting at 21.10 hours.

CHAIRMAN