

CHAPEL-EN-LE-FRITH PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON 5 JULY 2022

- Meeting Held:** Tuesday 5th July 2022
Held in the Annexe of the Town Hall, Chapel-en-le-Frith
- Present:** Councillor M Chantler in the Chair
Councillors J Adshead, M Barton, I DePee, N Hill, T Saxby,
C Sizeland and S Young.
- In Attendance:** Mrs S E Stockdale – Clerk to the Council
PCSO K Green
PCSO L Cook
- Apologies noted:** Councillors A Beswick, N Gourlay and J Shephard

There were no members of the public present at the meeting.

23/136 Declarations of Interest

None

23/137 Dispensations

Two dispensations have been granted to Councillor Sizeland.

23/138 Variation of Business

It was agreed that agenda item 24 is taken after Police matters.

23/139 Police Matters

June 2022 Crime statistics

Anti-Social Behaviour – 7

Theft/Burglaries – 6

Violent crime – 5

Criminal damage – 7

Road Traffic offences - 3

It was reported that there have been anti-social behaviour incidents reported in Chapel Memorial Park which have been found to be children playing and would not constitute anti-social behaviour as an offence.

The Pub watch scheme in Chapel-en-le-Frith has restarted and licensing officers will be visiting local licensed premises.

It was confirmed that an application has been submitted to the Police and Crime Commissioner for a grant towards the provision of speed indicator devices.

23/140 Motion from Councillor Chantler – That the Council formally congratulate Chapel Good Neighbour Food Distribution on their recent Queens Platinum Jubilee Award.

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

Councillor Chantler withdrew the motion.

Councillor Hill proposed and Councillor Saxby seconded a motion that this matter be considered by the Community Awards panel.

RESOLVED: That the Community Awards Panel be asked to consider this matter.

ACTION: The Clerk to ask the Community Awards Panel to consider this matter when reviewing the Community Award nominations.

22/141 Public Participation

There were no members of the public in attendance.

23/142 Minutes of the Full Council meeting held on 7 June 2022

Minutes numbered 23/63 to 23/88 were presented.

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

23/143 To note the minutes of the Footpaths and Trails Working Group held on 14 June 2022

That the minutes are noted.

23/144 Matters arising from the minutes

Councillor Young confirmed that he has raised the car parking issues with High Peak Borough Council in relation to the Thornbrook Road Car Park and will report back when he has more information.

23/145 Outstanding actions from previous meetings

The outstanding actions were noted.

23/146 South Head Drive Play Area – Update from High Peak Borough Council

High Peak Borough Councils Head of Place has reported that they are waiting for a response from Barratt Homes.

Members were concerned that this matter needs a swift resolution given the amount of time it is taking to resolve.

The MP has previously held a meeting with High Peak Borough Council and Barratt Homes to try and find a resolution.

RESOLVED: That the Clerk writes to the MP to ask him if he will arrange a further meeting with High Peak Borough Council and Barratt Homes to establish why the matter has not been resolved.

That the MP, High Peak Borough Councillors and residents be invited to a meeting with the Council to seek their views and offer support in finding an acceptable resolution to the issue.

ACTION: The Clerk to contact the MP and arrange a meeting with residents.

23/147 Regulatory assessment of the proposed revocation of the Memorial Park By-Laws.

The Clerk was asked to contact Councillor Gourlay to ask that the information he agreed to provide is brought to the next Full Council Meeting.

ACTION: The Clerk to contact Councillor Gourlay.

23/148 Insurance

- **To agree to appoint Barret Corp and Harrington to undertake an onsite reinstatement valuation of the Town Hall quoted at a cost of £1,100 including VAT.**
- **To consider an increase to Employers Liability limit of indemnity from £10m to £15m at an additional cost of £210 per annum.**
- **To consider an increase to Public Liability limit of indemnity from £10m to £15m at an additional cost of £1,440 per annum.**
- **To agree the cost of the Fire Warden Course at £395 plus VAT as recommended in the PIB Risk Report.**

RESOLVED: That Barret Corp and Harrington are appointed to undertake an on-site reinstatement valuation of the Town Hall at a cost of £1,100.
To increase the Employers Liability limit of indemnity to £15m with an additional cost of £210 per annum.
To increase the Public Liability to £15m with an additional cost of £1,440 per annum.
To arranged Fire Warden training at a cost of £395 plus VAT.

ACTION: The Clerk to inform the Councils Insurers and arrange a date for Fire Warden training.

23/149 To consider the draft RACI Matrix for the Amenities Committee

RESOLVED: That the RACI matrix is accepted as presented for the Amenities Committee and that a RACI matrix is developed and agreed for all the Council committees.

ACTION: The Clerk to produce a RACI Matrix for all Council Committees.

23/150 To agree the quote from Gorgeous Designs of £1,200 in respect of a plan for Chapel Memorial Park for S106 funding.

It was noted since the last Council meeting that High Peak Borough Council have confirmed that they will cover the cost of this work as it will inform the spending of S106 monies.

RESOLVED: That the quote of £1,200 from Gorgeous Designs is accepted.

ACTION: The Clerk to inform Gorgeous Designs.

23/151 To agree the proposal from the footpaths Working Group for work on Public Rights of Way under the Derbyshire County Council Rights of Way Minor Maintenance Agreement.

The minor maintenance grant from Derbyshire County Council has been confirmed at £675 for 2022/23.

RESOLVED: That the proposal from the footpaths working group is accepted and submitted to the Public Rights of Way department for approval.

ACTION: The Clerk to inform Derbyshire County Council Rights of Way department.

23/152 **To agree a reprint of the Chapel-en-le-Frith Walks Leaflet at a cost of £1,736.00 (50% of the costs can be paid by High Peak Borough Council under the Regeneration Grant Scheme).**

RESOLVED: That the Chapel-en-le-Frith Walks leaflet is reprinted at a cost of £1,736 and 50% of the cost is reclaimed from High Peak Borough Council regeneration grant.

ACTION: The Clerk to arrange for a reprint of the Chapel-en-le-Frith Walks leaflet.

23/153 **To agree to purchase the latest Charles Arnold Baker book at a cost of £132.16.**

RESOLVED: That a copy of Charles Arnold Baker book is ordered at a cost of £132.16.

ACTION: The Clerk to place an order.

23/154 **To agree to submit an application for the Local Council Award Scheme Foundation Status.**

It was noted that there is further work needed before an application can be submitted to confirm the Clerks CPD points and updating the Councils Accessibility statement and Privacy Notice. In addition a 12 month Action Plan will need to be submitted with an application.

RESOLVED: That Councillor Hill will assist with the updating of the Councils Accessibility statement and Privacy Notice.
Councillors Barton and Saxby will submit a draft Action Plan at the next Full Council meeting for consideration.

Thanks were expressed to Councillors Barton and Saxby for the work they have done and will continue to do on this project.

ACTION: Councillor Barton, Hill and Saxby to report back to the next Full Council meeting.

23/155 **Motion from Councillor Sizeland – In order to protect against any legal problems caused by possible loss or destruction of paper deeds of land or property in their ownership, the Parish Council undertakes to register the aforementioned online if not already so registered.**

RESOLVED: That a cost is obtained from the councils Solicitors to register all the Council Deeds.

ACTION: The Clerk to obtain a cost.

23/156 **Motion from Councillor Sizeland – The Parish Council undertakes to apply to Historic England for listed status for the Tramway.**

It was noted that the Peak Forest Tramway runs from Dove Holes to Buxworth Basin and therefore there is a section that is outside the Parish. In addition there are sections that are in private ownership. Therefore any application would have to be made for appropriate sections of the Tramway.

RESOLVED: That Chinley and Buxworth Parish Council will be consulted to ascertain if they want to make a joint application for listed status. That the matter is progressed with the Footpaths and Trails group to identify sections where an application can be made for listing.

ACTION: The Clerk to contact Chinley and Buxworth Parish Council and the Footpaths and Trails to look at listing.

23/157 **Motion from Councillor Hill – This Council will undertake to answer the following questions on behalf of its parishioners:**

- **Why was the buttress put in place on the property on High Street, Chapel-en-le-Frith? Who carried out the building safety report and what were the recommendations?**
- **If the report identified a building safety issue, why has this issue not been remedied by the house owners?**
- **If the County/Borough Councils are involved in supporting a solution to the building issue, what is their role and when is a solution likely to be delivered?**

Councillor Hill advised that he had received some information from High Peak Borough Council and that he would ask the questions in his motion as a Freedom of Information request to High Peak Borough Council so that it can be shared with members of the public.

There was concern expressed that members of the public are reporting that the Parish Council are purchasing land at the rear of the property.

Councillor Hill amended his motion – That the Communications Committee create a press release to confirm that the Parish Council will not be purchasing any land in relation to the property and does not have any stakeholder responsibility in relation to fixing the bowing wall.

RESOLVED: That the Communications Committee are asked to write a press release outlining the Council position as agreed in Councillor Hills amended motion.

ACTION: Communications Committee to prepare a Press Release.

23/158 **Motion from Councillor Chantler – Following numerous complaints and significant concerns, expressed by many residents over an extended period of time and in addition to increasing concerns about safety to individuals, resulting from disruption and ongoing considerable inconvenience caused by measures put in place by High Peak Borough Council and Derbyshire County Council Highways in relation to the property on High Street, Chapel-en-le-Frith. The Parish Council requests monthly updates from both Authorities on the progress and enforcement of actions to remedy this unacceptable situation noting any timescales in place.**

RESOLVED: That a monthly update is requested from Derbyshire County Council and High Peak Borough Council together with any update the MP may be able to provide.

ACTION: The Clerk to contact the relevant authorities.

23/159 **Motion from Councillor Sizeland- To consider and approve the Management Policy documentation from PIB Insurance Brokers and ensure Councillors and Staff have access to the offered my. Radar online help and advice tools.**

The Management Policy documentation was agreed. The Clerk was asked to include the information offered from my. Radar in the Member/Officer protocol that will be presented at the next Full Council meeting.

The Clerk will provide members with details of how they can access the services of my. Radar.

ACTION: The Clerk to amend the Member/Officer protocol and provide members with information on my.Radar.

23/160 **Motion from Councillor Barton – To aid natural ventilation and light, that the Annexe false ceiling be removed and all windows above this that can be opened are made to do so. Also any artificial lighting is low energy.**

It was reported that the company who have been appointed to install ventilation in the Town Hall may not now be able to provide the equipment quoted for and this requires further investigation prior to any decision being made to look at alternative methods of ventilation.

RESOLVED: That the matter is referred to the Finance and Town Hall Committee.

ACTION: The Clerk to add an agenda item to the next Finance and Town Hall Committee meeting.

23/161 **To agree a date and judging panel to inspect the allotments for the Best Allotment competition.**

RESOLVED: That Councillors Adshead, Beswick and Gourlay arrange to judge the allotments during July. Councillor DePee will stand in if either Councillor Beswick or Gourlay are unavailable.

23/162 **Schedule of Accounts presented for payment.**

Bankline payments were presented amounting to £8,585.12. Cheques numbered 009253 (Void) and 009254 to 009255 amounting to £85,036.00 were presented.

RESOLVED: That the authorised signatories approve the payments on Bankline payments and cheques and the accounts to which they relate be paid electronically.

23/163 **Correspondence**

- Letter from Chapel Craft Group requesting a grant for hall hire. Councillor Hill agreed that his Councillor Allowance of £120 could be used to support the hire of the Annexe for this group.
- Email from Cllr K Sizeland requesting refurbishment of the Councils Tourist signs. It was agreed that the Amenities Committee obtain costings for refurbishment.
- Email from PKF Littlejohn External Auditors regarding a complaint received from an Elector of the Parish. The

complaint was noted pending further communication from the External Auditors.

- A letter was received from Chapel WI complementing the Council and Staff on the Memorial Park.

23/164 Any Other Business

Councillor Adshead reported that Chapel Leisure Centre are making improvements to both the centre and activities offered to the public.

23/165 Press Releases

As discussed in minute 23/157

23/166 To agree a date for a meeting of the Finance and Town Hall Committee.

Wednesday 13th July 2022 at 10am in the Annexe of the Town Hall.

23/166 To resolve to exclude the press and members of the public under the Public Bodies (Admission to Meetings) Act 1960

The Chairman advised that he will be attending the Appeal Hearing on Thursday 7 July 2022.

The Chairman closed the meeting at 9.25pm.

CHAIRMAN