

## CHAPEL-EN-LE-FRITH PARISH COUNCIL

### Minutes of the Finance & Town Hall Committee held on 28<sup>th</sup> January 2025 at 12pm at the Town Hall, Chapel-en-le-Frith

**Present:** Cllrs M Chantler, J Perkins, C Williams (Chair) & S Young

**In Attendance:** Ms G Turner, Clerk

**25/313 Apologies** – None.

**25/314 Declarations of Interests** - None.

**25/315** It was resolved under the Public Bodies (Admission to Meetings) Act 1960 s1 to exclude members of the press and public to agenda items 8 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**25/316 Public Speaking** There were no members of the public present at the meeting.

**25/317 Minutes of previous meeting** It was resolved that the minutes of the Committee's meeting of 17<sup>th</sup> December be approved as a true and accurate record.

**25/318 To consider repairs highlighted in the Condition Report on 47/49 Market Street**  
A summary of the repairs highlighted in the Condition Report was circulated to members.

Councillor Young proposed that the Parks & Open Spaces staff should be asked to clear the vegetation growing in the backyard and to also take a look at the outbuilding to see if that can also be cleared. All **agreed**.

Councillor Perkins proposed and Councillor Chantler seconded that three quotes, with a timescale for completion, should be obtained for the replacement of the kitchen. All **agreed** that the Chair and Clerk should select a suitable contractor to undertake the work without the need to go back to the Committee for approval.

A guarantee will be necessary for the kitchen so that the Parish Council can budget for its replacement at the end of its life.

It was **agreed** that a programme of repairs in priority order should be prepared.

**25/319 To consider the 2025/26 budget**

A revised draft 2025/26 budget was circulated to members.

The following amendments were agreed:

#### Administration

- To ringfence £1,000 towards updating the Neighbourhood Plan (NC 1161).
- To include £200,000 legal expenses (NC 1156).

### Let Premises

- To include £15,000 to cover the cost of replacing/refurbishing the windows and fixing the water leaking into the cellar via the disused coal chute (NC1257).

### Town Hall

- It was also agreed to ask the Parks & Open Spaces staff to paint the Annexe as soon as practicable.
- Councillor Perkins proposed that the Committee should obtain 3 quotes for the following refurbishment of the main hall:
  - Repainting
  - Window repairs
  - Ventilation – Clerk will ask Ast Clerk for a copy of the Heating & Ventilation report undertaken c5 years ago.
  - Regular maintenance of the guttering should be scheduled to prevent it becoming blocked and impacting on the water run-off from the roof.

It was also **resolved** that an estimate of the remaining useful life of the Parish Council's assets will be prepared in order that a 5 year replacement plan can be put in place.

### **25/320 To consider the terms of reference for the Committee, including a time limit for meetings**

Draft terms of reference were circulated to members.

It was agreed that, as the Parish Council's Standing Orders specify a time limit for the length of meetings of 2 hours, it was not necessary to repeat this in the committee's terms of reference.

All agreed that the terms of reference should be approved and recommended for adoption at the next Full Council meeting.

### **25/321 Review of the library's rental agreement**

Councillor Young proposed that the library rent for 2025/26 should be increased in line with the increase in precept. All **agreed**.

**25/322 To consider a date for the next meeting** It was agreed that the next meeting will be held on Tuesday 4<sup>th</sup> February at 6.30pm.

The meeting closed at 2.45pm.

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CHAIR