

## CHAPEL-EN-LE-FRITH PARISH COUNCIL

### Minutes of the Meeting of the F & GP Committee held on 26 November 2019 in the Annexe of the Town Hall, Chapel-en-le-Frith.

**Present:** Councillors P Bann, N Gourlay, C Lawley, L McCarthy,  
C Sizeland and S Young

**In Attendance:** Mrs SE Stockdale – Clerk to the Council

**Apologies:** Councillors J Adshead, T Dales and FP Harrison

#### **20/244 Election of Chairman**

Councillor P Bann proposed and Councillor S Young seconded that Councillor L McCarthy be elected as Chairman until the next annual meeting of the Council.  
**RESOLVED:** That Councillor L McCarthy be elected as Chairman until the next annual meeting of the Council

#### **20/245 Grants**

The Committee considered applications for grants from the following organisations:

Chapel Community Group  
Chapel Town Football Club  
High Peak Community First Responders  
The Lawrence Players  
Chapel Vegan Info and Social Group

The following declarations of interest were made:

Councillor Gourlay – Secretary of Chapel Community Group  
Councillor Sizeland – Chapel Community Group and Chapel Town Football Club  
Councillor Lawley – Chapel Town Football Club  
Councillor Young – Chapel Mobile Physiotherapy Service

**RESOLVED: That the following grants be made**  
**Chapel Town Football Club - £118.20**  
**High Peak Community First Responders - £500.00**

**20/246**                      **Policies**

The following Policies were reviewed:

- Financial Regulations
- Staff Disciplinary Policy
- Staff Grievance Policy
- Communications Policy
- Compassionate Leave Policy
- Policy and Procedure Handbook

**RESOLVED: That the Policies as amended are approved and that the Communications Committee will review the Communications Policy and Social Media Policy for ratification by the Full Council.**

**20/247**                      **Risk Assessments**

The Committee reviewed the Management Risk Assessments which will form part of the Internal and External Audit.

**20/248**                      **DBS checks**

The Clerk was asked to confirm the cost and mechanism to apply for enhanced DBS checks for Members and Staff.

The Council will consider the implementation of a Safeguarding Policy.

**20/249**                      **Bank Account Signatories**

**RESOLVED: That Councillors Bann, Lawley and McCarthy are added to the Bank Mandate.**

The Clerk was also asked to investigate how the Council can use digital banking fully.

**20/250**                      **Making Tax Digital**

The Clerk confirmed that notification has been received from HMRC that the Council will be joining Making Tax Digital in the current quarter.

**20/251**

**SLCC Subscription**

**RESOLVED: That the Council will pay the subscription of £202 for the Clerk to join for a 12 month period.**

There being no further business the Chairman declared the meeting closed at 21.25 hours.

CHAIRMAN