

Chinley, Buxworth and Brownside Parish Council

**Minutes of the Parish Council Meeting
held on Wednesday 23 October 2024 at 7.30pm
in the Parish Room, 3 Lower Lane, Chinley**

Present: Councillors M Walton (Chairman), P Wilson (Vice Chairman), A Knox, R Drabble, C Rofer, P took, J Mulryan and C Denton.

In Attendance: Clerk G Cooper and High Peak Borough Councillor Angela Benham.

24/10/162 Apologies for Absence

Apologies were received and noted from Councillor M Travis.

Apologies were also noted from PC J Schofield.

24/10/163 Declaration of Members Interests

No declarations of interest were made.

24/10/164 Public Speaking: Community Police

There were no community police representatives present to speak during Open Forum.

24/10/165 Public Speaking: Borough/County Councillors/MP

A report from High Peak Borough Councillor Angela Benham had been circulated in advance.

24/10/166 Public Speaking: Open Forum

There were no members of the public present to speak during Open Forum.

24/10/167 Minutes of the Parish Council Meeting held on 25 September 2024

RESOLVED: Minutes of the Parish Council Meeting held on Wednesday 25 September 2024 be approved for signature by the Chairman as a true and correct record.

24/10/168 Chairman's Update

There was no update made by the Chairman.

24/10/169 Clerk's Report

The Clerk's report was received and noted.

24/10/170 Chinley Community Centre Project

An update on the project was given. Project costs to date were noted, including variations to the contract, and a summary of the contingency committed to date was noted.

An overview of the funding status for the project was given. It was noted that Borrowing Approval from the Secretary of State for a loan not exceeding £100,000

over a period not greater than 25 years for the purpose of constructing a new community centre had been granted. This approval is valid for one year from 14 October 2024.

In addition, correspondence had been received from Wain Homes (North West) Ltd confirming that they would honour their agreement to make a £40,000 contribution to the new community centre project in respect of Phase 3 of the Forge Road development once the associated documentation had been executed by both parties.

An invoice was presented for approval from TH Michaels (Construction) Ltd for £80,852.29 plus VAT further to Cost Certificate 6 prepared by d3 Associates. It was noted that this included £6,558.58 plus VAT for variations.

RESOLVED: To approve payment of invoice from TH Michaels (Construction) Ltd for £80,852.29 plus VAT further to Cost Certificate 6 prepared by d3 Associates as above. To be paid from the Community Centre Project budget.

24/10/171 **Play Area and Parish Land Inspection Reports**

The weekly Play Area Inspection Reports were received. There were no matters arising requiring attention.

The quarterly Parish Land Inspection Reports were also received for Chinley Playing Fields and Chinley Park. There were no matters arising requiring attention.

24/10/172 **Co-option**

It was noted that the Elections Team at High Peak Borough Council had confirmed that no request for an election had been received and that the parish council may now fill the one casual vacancy by co-option. No applications had been received.

24/10/173 **Tree Survey 2024**

A quote for carrying out the recommended tree works in the 2024 Tree Survey report was considered, broken down by regular annual works and works to the two ash trees by the car park at Buxworth Recreation Ground.

RESOLVED: To approve the quote as presented from Andy Thompson for £720 to carry out the recommended regular annual tree works as per the 2024 Tree Survey Report. To be paid from the Trees budget.

RESOLVED: To approve the quote as presented from Andy Thompson for £880 to carry out the works to the two ash trees close to the car park at Buxworth Recreation Ground as per the 2024 Tree Survey Report. To be paid from the Trees budget.

RESOLVED: To approve the quote as presented from Higher Myers Ltd for £570 plus VAT for the hire of a Mobile Elevating Work Platform and qualified arborist operator for one day to assist with the works to the two ash trees as above. To be paid from the Trees budget.

24/10/174 **Remembrance 2024**

An update was given on the plans for the parade and service at the War memorial at the bottom of Stubbins Lane in Chinley on Remembrance Sunday. It was noted that the Road Closure Order had been approved. A risk assessment for the event had been

circulated prior to the meeting and was considered. The role of Event Lead and arrangements for laying wreaths on behalf of the Parish Council at the various Remembrance services was discussed.

RESOLVED: To approve the risk assessment for the Remembrance Sunday event in Chinley as circulated. Cllr Drabble to be the designated Event Lead.

RESOLVED: The following people to lay wreaths on behalf of the Parish Council at Remembrance services: Cllr Mulryan at Chinley War Memorial, Cllr Took at Chinley Chapel, Cllr Rofer at St. James' Buxworth and Cllr Drabble at White Knowle.

24/10/175 **Christmas 2024**

An update on the plans for the Christmas Lights Switch On event in Chinley was given. It was noted that the Road Closure Order had been submitted and that the application fee had been waived. Arrangements for managing the Road Closure on Green Lane were discussed including agreeing the Event Lead and marshals.

Risk assessments for the installation of Christmas trees and lights across the parish and for the Lights Switch On event in Chinley had been circulated prior to the meeting and were considered.

RESOLVED: G Cooper to be the designated Event Lead for the Chinley Christmas Lights Switch On event.

RESOLVED: To approve the risk assessment for the installation of Christmas trees and lights across the parish as circulated.

RESOLVED: To approve the risk assessment for the Chinley Christmas Lights Switch On event as circulated.

24/10/176 **Planning Applications**

There were no applications received for consideration.

24/10/177 **Accounts for Payment October 2024**

The Accounts for Payment in October 2024 and invoices for verification were presented. A transfer proposed within the Parish Council's existing banking arrangements was presented.

RESOLVED: To approve the following transfer within the Parish Council's existing banking arrangements.

From	To	Amount
Unity Trust - Current Account T2	Unity Trust - Instant Access Account	£15,000.00

RESOLVED: To approve the following for payment in October 2024 by the method detailed. Online payments set up by the Clerk and released by Councillor Walton.

Payee	Description	Amount
ONLINE – DD/SO		
Fleur Telecom	Broadband (Monthly)	£ 34.76
Jackson Carpets Ltd	Rent 3 Lower Lane (Monthly)	£ 277.00
WaterPlus	Water 3 Lower Lane (Monthly)	£ 39.63
Trusted IT	Managed IT Services (Monthly)	£ 22.55
Unity Trust Bank	Bank Service Charges (Monthly)	£ 8.70
E-on	Electricity Squirrel Green (01 Jul - 30 Sept 24)	£ 60.77
ONLINE – BACS		
Various	Salary Costs & Expenses	£ 2,378.54
Ian Foster	Planters and wall baskets and maintenance part payment 2024/25	£ 1,567.50
S. Drinkwater & Son Ltd	1 x 1 tonne bag pink gravel (FOCP) Sept delivery	£ 69.00
P Manford	Cleaning Parish Room	£ 12.00
M. Lomas	Installing bin entrance to Rhuddlan Place & bench Chinley Park	£ 300.00
A K Products	Newsletters Autumn 2024	£ 450.00
T.H.Michaels (Construction) Ltd	Community Centre Rebuild works as per Cost Certificate 6	£ 97,022.75
CHEQUE		
P Williams	Autumn 2024 Newsletter distribution	£ 144.00
	OCTOBER 2024 TOTAL	£ 102,387.20

24/10/178 **Income Received**

RESOLVED: To note the following income received:

Received From	Amount	Reason
HMRC	£ 61,859.80	VAT refund
National Lottery	£ 241,377.12	Grant Payment Claim 4 (Community Centre Project)
Derbyshire Environmental Trust	£ 59,204.23	Tarmac LCF Grant Payment Claim 1 (Community Centre Project)

24/10/179 **Bank Reconciliations**

The bank reconciliations and bank statements for Q2 2024/25 were presented for verification.

RESOLVED: To approve the bank reconciliations as presented for signature by Councillor Took.

24/10/180 Q2 2024/25 Accounts

The Q2 2024/25 Budget Monitoring Report and Reserves Adjustment Report had been circulated and were considered.

RESOLVED: To approve the Q2 2024/25 Budget Monitoring Report as presented.

RESOLVED: To approve the Reserves Adjustment Report which includes the following expenditure from Earmarked Reserves during Q2 totalling £415.00:

Reserves Expenditure	Earmarked Reserve	Reason
£300.00	Street Furniture	Annual maintenance works of benches in 24/25 not carried out in previous FY
£115.00	Friends of Chinley Park	Gravel for Friends of Chinley Park (no budget allocation in 2024/25 FY due to funds held in Reserves)

24/10/181 Internal Auditor

A quote was presented from Derbyshire Association of Local Councils to carry out the annual internal audit for the financial year 2024/25.

RESOLVED: To approve the quote from Derbyshire Association of Local Councils to carry out the annual internal audit for £345 plus mileage expenses if applicable.

24/10/182 Correspondence

The following items of correspondence had been circulated with the meeting papers and were noted:

- 1.) High Peak Borough Council – confirmation that the Road Closure Order has been granted, signed and sealed in respect of Chinley Remembrance Sunday Event 2024.
- 2.) Peak District National Park Authority – notification that they are reviewing their Local Plan and inviting representations. The consultation will run from 7 October 2024 to 29 November 2024.
- 3.) High Peak Borough Council Elections Officer - confirming that no request for an election has been received by the Returning Officer and that the Parish Council may now fill the casual vacancy by co-option.
- 4.) Ministry of Housing, Communities & Local Government – Borrowing Approval from the Secretary of State for an amount not exceeding £100,000 over a period not greater than 25 years for the purpose of constructing a new community centre. Valid for one year from 14 October 2024.

24/10/183 Reports from Working Groups

An update from the Biodiversity Working Group was given.

There being no further business, the meeting was concluded at 8:19pm.

Signed as a true and correct record of the meeting.

Chairman

Dated.....