**TINTWISTLE PARISH COUNCIL**

**Meeting held on Monday 17th June 2019 at 7.30pm**

Councillors Present: M Stevenson N Naz Apologies: J Crossland

A Dyer T Owens R Baker (Borough Cllr)

S Grace E Scriven

P Jenner T Wynne

**9329 APOLOGIES**

Apologies were received from Cllr Crossland and Borough Councillor Baker.

**9330 REPORT BY BOROUGH COUNCILLOR**

The contents from the Borough Councillors report relevant to Parish Council business were read out to the members. Including information that the Initiative Fund is to be on a first come first served basis. A number of applications for community initiatives have already been received.

The residents of Matthew Close have asked the County Councillor to investigate the possibility of instigating permit controlled parking on Matthew Close.

**9331 CHAIRS REMARKS**

Cllr Stevenson outlined her approach to the role of Chairperson, she mentioned her priorities and the goals she would like to achieve for the Parish Council. Cllr Stevenson mentioned introducing task groups and sub committees to carry out schemes of work.

A vote was taken on using the formal term Councillor at Parish Council meetings, as opposed to addressing members on a first name basis. Four votes were in favour and four were against. The Chair agreeing to use the formal approach initially. Proposed by Cllr Wynne and seconded by Cllr Owens.

It was agreed name cards are to be placed on the table for the Parish Councillors at the monthly meetings.

**9332 MINUTES OF 20TH MAY 2019**

Points 9314 and 9315 were amended. The minutes were proposed by Cllr Wynne and seconded by Cllr Grace with all in favour that they are approved.

Cllr Grace agreed to contact Rev Perrin following up on the request received from Mr J Garlick.

**9333 DCC**

A notice was received re: temporary footpath closure No. 11 Tintwistle and No. 51 Charlesworth between the 14th June 2019 and 13th December 2019.

**9334 HPBC**

The Parish Council discussed a number of complaints regarding the HPBC grass cutting service, also grass clogging the drains. Cllr Grace explained there was a problem with the contractors’ machinery. Grass cutting in the village will be carried out week commencing 24th June 2019. A street cleaning request has been made to HPBC by Cllr Naz along with a request for grass clearing on Matthew Close.

An email from Cllr Owens raised concern regarding blocked drains and gullies around Tintwistle and the state of the surface water grids on the A628, Woodhead Road, Church Street and Manchester Road. The members discussed this issue and it was agreed to contact HPBC, Highways England and DCC to request a maintenance clean on the gullies/drains. A number of Parish Councillors agreed to do a street walk to map out and identify the blocked gullies/drains.

**9335 PDNP**

Information was received from the Peak District National Park regarding an informal consultation on Parish statements. The Clerk advised members to visit the PDNP website for the draft parish statement. The Parish statement will be an agenda item at the July meeting for Parish Councillors to express any views or comments.

**9336 DALC**

A circular was distributed regarding the following – DALC AGM & Excellence Awards – Calls for Councillors to sit on the DALC Executive Committee – Exercise of Public Rights – Permitted development rights.

It was agreed to look into the availability of places and to book DALC training sessions for October 2019.

**9337 ACCOUNTS FOR PAYMENTS AND RECEIPTS**

The accounts were proposed by Cllr Wynne and seconded by Cllr Naz with all in favour they are approved.

The AGAR was approved and signed by the Chair and Clerk.

Approval of Cllr Stevenson bank signature.

**9338 WEBSITE**

The Parish Council discussed the terms of reference report for the website. The purposes of the report were set out. The task group members are Clerk B Lowrie, Cllr N Naz and Cllr E Scriven. The report was approved, proposed by Cllr Jenner and seconded by Cllr Dyer. Looking into other forms of social media were discussed. The task group agreed to meet to further develop the website.

**9339 H & S RISK ASSESSMENT**

The members discussed the Health & Safety Risk Assessment terms of reference report. Cllr Owens explained the contents and purpose of the report. The risk assessment will include the Sexton Street building and the surrounding land which the Parish Council owns. This is to comply with Health and Safety Executive (HSE) documentation. The members of the task group are Chair Cllr T Owens, Cllr A Dyer and Cllr S Grace. The terms of reference report was agreed, proposed by Cllr Wynne and seconded by Cllr Scriven.

A further report to agree the initial work plan, recommendations for the future management and initial spending plan was explained by Cllr Owens. The services of a professional person are required to carry out a general gap analysis. The report was approved. Proposed by Cllr Grace, seconded by Cllr Jenner. The task group will take the plan forward.

**9340 KEY POLICY AND PROCEDURES**

The members discussed the key control policy and procedures. The task group members are Cllr N Naz and Cllr E Scriven. It was proposed to accept the policy as a working document and request current key holders to sign the form. Proposed by Cllr Dyer and seconded by Cllr Naz. The task group agreed to look into the cost of changing the locks, to be approved at the July Parish Council meeting.

**9341 TRAFFIC ISSUES – TASK GROUP SET-UP REQUIRED.**

It was agreed to defer this item until the July meeting.

**9342 ALLOTMENTS – TERMS OF REFERENCE – REVIEW DATE**

It was agreed to defer this item until the July meeting.

**9343 PLANNING FOR NEW BUILDING – SMALL TASK GROUP SET-UP/RECOMMENDATIONS.**

It was agreed to defer this item until the July meeting.

**9344 WOODHEAD WARD VACANCY**

The Clerk read allowed the procedures to follow from HPBC regarding the vacancy. The Parish Council discussed the options, expressing views and comments. A vote was taken on the proposal for the Parish Council to remain as it was currently seated, the majority in favour and one against. Proposed by Cllr Grace and seconded by Cllr Dyer. It was agreed the vacancy could be looked at again at a later date.

The Parish Council agreed to donate £100 to Tintwistle Ladies Well Dressing.

It was agreed to follow up on the request from F Thomason (Bowling Club) for insurance cover.

Requests from Cllr Grace for a donation of £90 for the scarecrow competition and £45 for the garden competition were agreed.

The meeting closed at 9.35pm.