

Tintwistle Parish Council

Minutes of meeting held on Monday 16th October 2023 at 7pm at the Parish Council Offices, Tintwistle.



Councillors present: M Stevenson (Chair) A Dyer E Scriven
 S Grace D Buddell S Winterbottom
 T Owens M Boyd A Vanterpool

Also in attendance:
Tintwistle Parish Clerk C Strickland

23174 APOLOGIES FOR ABSENCE

These were received by Cllr Naz.

23175 DECLARATIONS OF INTEREST

Cllrs Grace and Buddell declared an interest in the allotments item.

23176 PUBLIC PARTICIPATION

None

23177 MINUTES OF THE SEPTEMBER MONTHLY COUNCIL MEETING

It was unanimously resolved to accept the circulated minutes as a correct record.

23178 REPORTS FROM BOROUGH AND/OR COUNTY COUNCILLORS

None

23179 PLANNING

None

23180 CORRESPONDENCE

- a. DALC Newsletter
Noted with no further comments.
- b. Bonfires in Conduit Street Allotments
RESOLVED: Cllr Grace will deliver a letter to the tenant to remind them to adhere to the Allotment Tenant's Code of Conduct and Terms and Conditions in reference to lighting bonfires.
- c. Complaint regarding the conduct of the Tintwistle Community Centre Committee
It was motioned to move this item to closed session to discuss and agree a response, as advised by the Derbyshire Association of Local Councils.

23181 NEW COMMUNITY CENTRE PROJECT

It was noted that 2 of the scheduled additional consultation drop-in sessions had been held with 4 more to follow.

It was noted that replacing the existing community centre was mentioned 13 times in total by the previous Council in the 2015-2019 minutes.

Cllr Grace formally thanked Cllrs Stevenson and Dyer on behalf of the Council for their due diligence and dedication in creating the special newsletter for residents.

RESOLVED: To adopt the tabled draft Action Plan as an ongoing working document.

RESOLVED: It was proposed by Cllr Winterbottom, seconded by Cllr Buddell and unanimously resolved to accept the quote of £840 for a structural audit of the Council Offices. The Clerk will arrange a date of the structural audit and report back the outcomes to full Council.

23182 ALLOTMENTS MANAGEMENT

An update on the collection of the 23/24 annual allotment rents was received and the dates for the follow-up inspections were noted.

Two appeals were discussed following the outcomes of the recent allotment inspections.

RESOLVED: The Councillors accepted one tenant's request for an extension of time to show evidence of cultivation on their plot and denied another's request, resulting in a termination of tenancy. The Clerk will inform the respective tenants of the outcomes.

23183 BUSINESS PLAN

It was noted that the existing Business Plan would be used as a template to create the new 2024-2027 Business Plan.

RESOLVED: The Councillors will form a working party to draft ideas for the 2024-2027 business plan and send these to the Clerk, who will collate and bring the document to full Council in January 2024.

23184 MEMORIAL GARDEN

Cllr Stevenson motioned to remove this item from the agenda as it no longer required discussion.

23185 REMEMBRANCE SUNDAY

Cllr Grace relayed the arrangements for the day on behalf of the external organisers.

RESOLVED: The Order of Service will be printed and published for residents.

RESOLVED: The Parish Council will purchase and lay a wreath during the service.

23186 NEWSLETTER

Cllr Dyer proposed that space in the newsletter should be explored as advertising space for local businesses as a source of income for the Parish Council. It was noted that any costs agreed should also be applied to advertising on the website.

RESOLVED: Costs and sizing recommendations for advertising space will be researched and brought to the next full Council meeting.

23187 FINANCE & ACCOUNTS

- a. RESOLVED: To purchase rock salt for the Parish in bulk in advance of the Winter season for £419.86 inc. VAT.

RESOLVED: The following accounts were authorised for payments:

		<u>Net</u>	<u>VAT</u>	<u>Gross</u>
Utility Warehouse	Utilities Bill October	£341.58	£23.29	£364.87
WaterPlus	Water September			£35.01
WaterPlus	Water October			£120.77
S Jones	Cleaning October			£84.00
Staff	Wages October			£739.76
P Scriven	Outdoor Maintenance October			£107.96
C Strickland/Amazon	Lanyard Purchase	£24.99	£5.00	£29.99
JRB Electrical	Smoke Detector/Emergency Lighting Check			£120.00
S Scott-Rivers/High Peak	Small Society Lottery renewal			£20.00
Hazel Accounts	Payroll Quarter			£15.00
Markovitz	Rock Salt for Parish	£349.30	£69.86	£419.16
Glossopdale Food Bank	Donation			£150.00
Viking	Stationery (Paper)		£11.17	£67.02
Rhodes and Partners	Structural Audit Fees	£700.00	£140.00	£840.00

- b. The Clerk amended the year of the item from '2022/2023' to '2023/2024'.

RESOLVED: To employ the services of DALC for the 2023/2024 Internal Audit Process.

- c. The budget-monitoring statement was received.

RESOLVED: Following the Councillors observations, the Clerk will create a 2024/2025 draft budget to be brought to the December meeting.

23188 EXCLUSION OF PRESS & PUBLIC

There were no members of the public at this point of the meeting.

23189 STAFFING COMMITTEE OUTCOMES

An overview of the points discussed was given, whilst respecting the confidential nature of the appraisal. The Councillors requested to minute their thanks to the Clerk for ensuring the Council ran effectively since their appointment and that they have the Councils full support whilst completing the CiLCA qualification.

RESOLVED: To increase the Clerk's contracted hours to 14 hours per week to facilitate the extra workload.

23190 CORRESPONDENCE – COMPLAINT

The guidance from DALC was received and it was noted that the resident had been informed they should direct their complaint to the monitoring officer.

RESOLVED: A response to the complaint will be sent to the resident addressing their points.

23191 DATES OF THE NEXT PARISH COUNCIL MEETING

The next date of the Parish Council meeting is the third Monday in November - Monday 20th November 2023.

The meeting closed at 9pm.