

## COMMITTEE MINUTES - Chapel en le Frith Parish Council

DATE & TIME:	29.01.2026 / 7.00pm	
COMMITTEE NAME:	Extraordinary meeting of full council members.	
COUNCILLORS PRESENT:	<p>Cllrs: Tony Dales (Chair), Phil Okenden, Stuart Young, Mellisa Drabble, Mike Chantler, Mark Drabble, Anthony Gilfillan, Chris Williams.</p> <p>Apologies from; Cllrs, Michaela Daniels, Jason Adshead, Jim Perkins.</p>	
<b>MINUTE NUMBER:26/386</b>  AGENDA ITEM: <b>Finalising sign off for the Budget and Precept</b>	<b>KEY DISCUSSION POINTS:</b>  Introduction: The Chair gave a brief summary of circumstances leading to this meeting being called. There was also an explanation shared (following consultation) as to how and why future meetings minutes would adopt a new format. There was further explanation that (following consultation) as to the fact that not all future meetings would be attended by Clerks. Minutes for today's meeting taken by Cllr A. Gilfillan. <ul style="list-style-type: none"> <li>• The Chair and Cllr S. Young gave an explanation as to why these items were still outstanding.</li> <li>• It was agreed that circumstances around a previous meeting had resulted in this item needing to be revisited.</li> <li>• There was some discussion regarding variance on specific heading to allow for potential project spend. This resulted in a general agreement that there was no immediate need to alter the current budget.</li> </ul> <b>ACTION AGREED:</b> The budget was agreed by those present. The precept demand was also signed-off at £432,623.	<b>WHO TO ACTION:</b>  Chair to update the Clerk on the agreed action, as soon as practical.
<b>MINUTE NUMBER:26/387</b>  AGENDA ITEM: <b>Appointment of Vice Chair.</b>	<b>KEY DISCUSSION POINTS:</b> <ul style="list-style-type: none"> <li>• The Chair gave a summary of the need for the position to be filled until May 2026. This position will be up for scheduled elections at the Annual Meeting.</li> <li>• Cllrs. Miss. M. Daniels and A Gilfillan received nominations and were seconded.</li> <li>• The outcome of the following vote resulted in Cllr A. Gilfillan stepping into this position.</li> </ul> <b>ACTION AGREED:</b> Chair to notify the Clerk Other Councillors to be updated by way of minutes.	<b>WHO TO ACTION:</b>  Chair to request that the Clerk updates any and all relevant comms and info as to this outcome.

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<p><b>MINUTE NUMBER:26/388</b></p> <p>AGENDA ITEM:  <b>Introduction of a new Triage communication system for (councillors/staff)</b></p>	<p>KEY DISCUSSION POINTS:</p> <ul style="list-style-type: none"> <li>• Cllr A. Gilfillan provided an overview of the history of this item and placed it into the context of, helping to address issues of concern currently being expressed.</li> <li>• There was a full and frank discussion inclusive of points noting potential benefits and those of potential concern. These were expanded to include the concerns that have historically and are currently being aired by councillors and staff regarding communications.</li> <li>• It was recognised that another intended opportunity to constructively address areas of current concern was an intended opportunity for each councillor and staff member to be invited to a face to face (confidential) session. The main aims being to;             <ol style="list-style-type: none"> <li>1. Provide individuals with a safe forum to express concern.</li> <li>2. Suggest ways forward. The outcome of these sessions would be aggregated and presented to a full council meeting for consideration.</li> </ol> </li> <li>• It was noted that not all individuals may feel comfortable with a face-to-face session and subsequently a Survey questionnaire would also be compiled and circulated.</li> <li>• Oversight and contribution to this process would involve input from Cllrs. Mrs. M. Drabble, P. Ockenden and M. Chantler.</li> </ul> <p>ACTION AGREED: None at present</p>	<p>WHO TO ACTION</p> <p>All councillors to be updated by way of these minutes.</p> <p>Cllr Gilfillan to liaise with 3 other named councillors to ensure process is inclusive, sensitive, captures as many voices as possible and reports back to the full council meeting.</p>
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Minutes taken by:	Cllr A. Gilfillan
Meeting end time:	9.15pm