

CHAPEL-EN-LE-FRITH PARISH COUNCIL

Minutes of the Finance & Assets Committee held on 3rd October 2025 at 4pm at the Town Hall, Chapel-en-le-Frith

Present: Cllrs M Chantler, P Ockenden & S Young (Chair)
In Attendance: Ms G Turner, Clerk

26/361 Apologies for absence – were received from Councillors Adshead, Perkins and Williams who were unable to attend due to illness and Councillor Daniels who was unable to attend due to work commitments.

Councillor Gouldburn was also not in attendance.

26/271 Declarations of Interests - None.

26/272 To agree any variation of order of business – None.

26/273 Matters to be discussed following the exclusion of press and public - There were no agenda items that required the exclusion of members of the press and public under the Public Bodies (Admission to Meetings) Act 1960 s1.

26/274 Public Speaking - There were no members of the public present at the meeting.

26/275 To approve the minutes of the previous meeting – All **agreed** that the Chair be authorised to sign, as being a true and correct record, the minutes of the Committee meeting held on 1st August. The Chair signed the minutes.

To receive updates on Action from previous Minutes

25/423 To consider next step regarding damp found on front wall of 47/49 Market Street – It was **agreed** that the responsibility for arranging for the damp to be rectified should lie with the Clerk. It was also **agreed** that the Clerk will arrange for the drainpipe at the front of the property to be checked for blockages.

25/424 New leases for shop and flat at 47/49 Market Street – It was **agreed** to recommend to full council that a rolling lease be drawn up for the flat which allows for annual rent increases.

The Committee recommends that a five-year lease be drawn up for the shop premises to give security to the tenants. Rent increments based on the average previous 12 months CPI would also be built into the lease. The approximate cost for the lease preparation is £750.

It was agreed to place the following motion on the November full council agenda.

‘To consider advertising the flat for rent in its current condition for £650 pcm, on a rolling lease.’

26/276 To consider replacement of the Annexe flat roof - two quotes for the replacement of the annex roof were circulated to members. It was agreed that due to time constraints to accept that obtaining a third quote would create undue delay. It was **agreed** to instruct T Peel Roofing Contractors Ltd to replace the flat roof.

It was also **agreed** to move £1,500 from the structure repairs budget (NC 1236) to the Roof Repairs budget (NC 1238).

26/277 To receive and consider the drone survey of the Town hall and 47/49 Market Street roofs – it was agreed to defer this item until the interactive screen has arrived so that Councillors can view the drone footage.

26/278 To consider the new library lease – It was resolved to recommend to full council that a new library lease be drawn up for a period of 10 years with a break clause after 5 years. Annual rent increases in line with the average prior 12 months CPI to be included in the lease.

26/279 Update on Bank Mandate – The Chair informed members that the Clerk and Assistant Clerk are able to load payments onto the banking system and then Councillors Melissa Drabble, Dales and Young, as signatories, are able to approve the payments.

It was noted that the parish Council does not have a debit card and therefore can struggle to order items online. It was therefore **agreed** to investigate obtaining a pre-loaded card with a £2,000 balance.

26/280 To receive and consider feedback from the Bowling Club Working Group – A paper was circulated by the Bowling Club Working Group to formalise the approach to discussions with the Bowling Club.

Following discussions, it was agreed to amend the paper for recirculation via email.

26/281 To consider the date for the next meeting – the Clerk will check Councillors availability for the 2nd half of November.

The meeting closed at 6.20pm.

CHAIR