



**Derbyshire
Police and Crime
Commissioner**

Protecting Communities,
Fighting Crime



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Date 09/06/2023

Good Afternoon,

FOI Request: FOI/15/2023

I write in connection with your request for information processed under the Freedom of Information Act 2000 and sent to the Police and Crime Commissioner for Derbyshire on the 28/06/2022, regarding the Round 1 Commissioner's Grant that was awarded to the Chapel en le Frith Parish Council (Dec 1, 2021 to Nov 30, 2022).

You asked for the following:

Details of the request:

I would like to request the following information please.

1. All documentation and correspondence associated with the Round 1 Commissioner's Grant that was awarded to the Chapel en le Frith Parish Council (Dec 1, 2021 to Nov 30, 2022), including:

- Annex A(i)***
- Mid-Term progress report***
- Financial monitoring report for first 6 months***
- Annex A(ii)***
- End-Term project report***
- Financial monitoring report for 12 Months***

2. Any other correspondence and minutes of meetings between any member of the Derbyshire Police and Crime Commissioner's Office and the Clerk or Councillors of the Chapel en le Frith Parish Council, in relation to:

- Antisocial behaviour in the Chapel en le Frith Memorial Park, including in the Multi-Use Games Arena (MUGA) and skate ramp and surrounding areas***
- Rounds 2 and 3 of the Commissioner's Grant***

Please note that under the Freedom of Information Act 2000 we have applied **Section 40 (2) Personal Data** exemption to some of the data contained within the documents. For ease of identification any redactions will be clearly marked by **xxxxxxx**.

Exemption

The OPCC has assessed the information requested and has determined that Section 40 (2) of the Freedom of Information Act (FOIA) 2000 (Personal data of a third party), applies to some of the information you have requested.

Personal information for instance, would refer to anything which could identify an individual. The OPCC has determined that this information should be exempt from disclosure by virtue of Section 40 (2) FOIA 2000, as disclosing this information to you would contravene the first principle (Lawfulness and Fairness) as set out in the Data Protection Act.

To apply the exemption appropriately, the conditions set out in Section 40 (3) of the FOIA should be satisfied. Section 40 (3) states that where disclosure of the information would contravene any one of the eight principles in the DPA then this data is exempt. The OPCC does not believe that the release of the names and contact details or information relating to a third party would be fair or lawful under the terms of the FOIA, as the parties will have no expectation that their personal information is likely to be released for this purpose and, as such, disclosure of this information would be in breach of their rights under Data Protection.

This letter therefore serves to act as a refusal notice for this information in accordance with Section 17 (1) of the FOIA, therefore this information has been removed from the documents accordingly.

If you are not satisfied with our response to your request, under Section 17 of the FOIA of the FOIA you are entitled to ask for an internal review of our decision. Any internal review needs to be submitted within two months of the date of receipt of this response and state why you are unhappy with the response. You can submit an internal review in the following ways:

- emailing the OPCC Inbox – PCCOffice@Derbyshire.PNN.Police.UK or;
- writing to the OPCC at –
The Office of the Police and Crime Commissioner for Derbyshire
Butterley Hall
Ripley
Derbyshire
DE5 3RS

By phone – 0300 122 6000 (as a reasonable adjustment under the Equality Act 2010).

If you are not satisfied with the outcome of the internal review under Section 50 of the FOIA you can apply directly to the Information Commissioner (ICO) for a decision. Generally, the ICO cannot make a decision unless you have exhausted the internal review procedure provided by the OPCC. You can contact the ICO in the following ways:

- online at the ICO – <https://ico.org.uk/global/contact-us/> or;
- writing to the ICO at –
Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Yours sincerely

A handwritten signature in black ink, appearing to read 'Marie Romano', with a stylized flourish at the end.

Marie Romano
Head of Governance and Compliance
On behalf of the Police and Crime Commissioner

Chapel-en-le-Frith Memorial Park Community Engagement Report September 2021

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1. Background

1.1 Chapel-en-le-Frith Memorial Park

The Park was established in 1921 as ‘a place for public recreation and pleasure and public walks’. The Memorial Arch at the main gate was built in 1953 to commemorate those who gave their lives in both world wars. A time capsule was placed under the structure.

In 2000 a Memorial Garden was created to celebrate the Millennium, using stone from the old Target Wall which was used by Bowden Volunteers. Many trees have been planted over the years and are now mature. The large Chestnut tree was planted in 1953 to mark the Coronation of Queen Elizabeth II.

In the Memorial Park there is a football pitch, children’s play, Skatepark, MUGA as well as quiet areas and seats.

1.2 Parks and Green Space in a Pandemic

In the autumn of 2020, the ‘Covid Snake’ of painted stones was sunk into the ground and a tree planted to mark the Coronavirus Pandemic. Data collected during the pandemic reveals that parks, nature and open green spaces have been a big comfort during periods of lockdown. According to the government’s advisor for the natural environment, Natural England, more than 40% of people say nature, wildlife and visiting local green spaces have been even more important to their wellbeing since the coronavirus restrictions began and percentages have remained stable throughout.

“In a review of surveys and data on the role of nature and green spaces in the past year, the Office for National Statistics (ONS) said that shifts in personal behaviour and corporate attitudes could mean that the UK, post lockdown, will value and interact with nature on a much greater scale than before the pandemic.” (Helen Briggs, BBC Environment Correspondent, April 2021)

According to a study by Cardiff University and Cardiff Metropolitan University, people with green space on their doorstep or access to a private garden reported better health and well being during and after the first lockdown in the UK. Researchers have also shown that people with a garden and a park nearby were more likely to say they were feeling calm, peaceful and had a lot of energy compared to those with no access to a garden or living further away from green space.

1.3 Chapel-en-le-Frith Parish Council

The Parish Council owns and manages the Memorial Park. Following council elections in May 2021, a new Chair and several new Councillors were elected, providing a fresh, proactive approach to matters which had pervaded the area for some time. A review into use of the park was commissioned in order to inform future decisions and develop a plan based on authentic community voices.

1.4 Section 106 Funding

As a result of a new developments taking place in the area, Under Section 106 of the Town and Country Planning Act 1990, contributions can be sought from developers towards the costs of providing community and social infrastructure such as leisure and recreation. This is an ideal opportunity to connect with locals and improve the parks and green open space.

Funding currently available in Chapel-en-le-Frith amounts to £97,472 and in Dove Holes £43,440, totalling over £140,000. This presents a superb opportunity to work with High Peak Borough Council and Shift and their professional networks to leverage in further funding to multiply this initial amount.

2. Methodology

It was agreed that during the months of July and August 2021, a comprehensive community engagement approach would be undertaken involving several techniques to allow for maximum input and rich, two-way conversation to understand how the park could be improved to enhance quality of living in the area.

This approach was favoured over a traditional questionnaire survey as it also created relationships and capacity which could be used to develop use of the park in the future.

2.1 Online Survey

Using the 'Survey Monkey' tool, a series of questions were made available online and shared on social media by many local groups. For example, local parent & childminding groups, Chapel Town Football Club, the Primary School, High School, Little Cherubs Charity, Chapel Leisure Centre and the Town Hall. Many local residents also shared the online survey using their personal social media accounts.

A QR code (Quick Response Code) was created linked to the survey which could be scanned by a phone or tablet at various places throughout the park.

The questions were short and simple as follows:

- 1. What is your best memory of the park?*
- 2. What would it take to make the park a better place for you/everyone?*
- 3. What could you do to support the long-term future of the park?*

171 responses were received in reference to the Memorial Park.

2.2 Postcards

A colourful, A5, double-sided postcard was designed and printed, inviting responses to the questions above. Postcards were distributed to surrounding residential areas, and made available in local shops, cafes, hairdressers and social spaces.

103 postcards have been completed and returned, either by hand to the Town Hall or scanned and emailed in.

2.3 Group Conversations

A small working group was established in early July to ensure engagement across the wider community. The group involved Parish Councillors, the Clerk to the Council, the Police Community Youth Engagement Officer, the Parks Manager and the High Peak Community Builder from Shift, the appointed Community Interest Company who are supporting this work.

Working Group members held conversations in the park throughout July and August involving children, families, dog walkers, local residents and visitors. Postcards were completed and participants were encouraged to complete the online survey.

2.4 Public Relations / Media

The community engagement exercise was publicised via High Peak Radio and through a series of Press Releases resulting in articles in the Buxton Advertiser, Glossop Chronicle and Thameside News.

2.5 Activity

In addition to the survey, a programme of activity in the park was developed over the summer months including the following:

- Nature Day
- Rounders
- Family Mile
- Boot Camp
- Calisthenics

Funding of £6,000 was secured from Derbyshire County Council to deliver a Holiday Activities and Food Programme which engaged 40 young people in a sports camp for three weeks.

3. Findings

3.1 Best Memory or Feeling about the Park

The survey revealed that the park is most often thought of as a place for having fun with family and friends, with over a third of people quoting this as their best memory or feeling about the park.

“Picnics in the park, playing hide and seek, chasing my girls up and down the hills”

The Carnival, ball sports, dog walks and a place to meet people also featured as strong memories of the park when locals were reminiscing.

In addition, many talked about the peace and calm, of early morning walks in the snow, of birdsong and being in nature. The open space, freedom, views, greenery, fresh air and quietness all registered and helped with mental as well as physical health, especially during lockdown.

“A green oasis in a small, over developed town”

“I love the open space and trees and that it is a mainly untouched by time area of Chapel”

“Sitting under a tree on a beautiful evening last summer”

Interestingly, the old play equipment was referenced by many as a ‘best memory’ with the high slide and the roundabout featuring regularly.

“Taking our children to the park after school. The long slide was very exciting – removed many years ago! (Health and Safety!!)”

3.2 What would it take to make the park a better place for you/everyone?

Full details of the responses can be found in the appendix and the main themes emerging are summarised below:

3.2.1 Events

Over 30% of respondents suggested that more events and activities in the park would make it a better place for themselves and others, for example:

- Food festivals
- Outdoor concerts
- Outdoor theatre
- Craft fayres
- Carnival
- Outdoor Church
- Proms
- Sculptures
- Boules
- Tai Chi
- Fitness Classes
- Picnics in the Park
- Yoga
- Walking Football
- Putting
- Mini Park Run

“Organised activities for kids to do especially in the holidays , picnics , football , rounders”

“Much more community interaction and ALL residents feeling the benefit”

3.2.2 Anti-Social Behaviour

A reduction in anti-social behaviour was a frequent comment with over 47% of respondents citing this as an area for improvement. Littering, dog mess and broken glass appear to be the main causes of anti-social behaviour alongside young people drinking alcohol, swearing and ‘hanging around’ causing distress to other park users.

“Stop the youths breaking glass and making a mess – cost me £150 vet bill last week”

“I have challenged groups of lads to put their litter in bins to be verbally abused or intimidated.”

“Stop the evening drinking there and leaving the glass and rubbish”

“Preventing large gatherings of youths around the benches which can be intimidating especially at night.”

3.2.3 Security / Safety

Further to comments regarding anti-social behaviour, many respondents made suggestions to improve security and tackle a perceived threat to safety. Suggestions include introducing CCTV (3%), wardens (3%), police presence (3%) locking the park at night (3%) and controlling teenagers.

“Removing the groups of gangs that hang around”

“Someone having control over young kids ruining the park”

“People need to be held responsible for their actions”

3.2.4 Infrastructure

Improved infrastructure within the park would seem to be popular with park users and locals. 23% of respondents suggested that public toilets were needed in the park and 26% suggested more benches and picnic tables. Litter bins, better lighting and a wider path were mentioned by 21% of respondents and a kiosk or somewhere to buy a drink and a snack would also make the park a better place for almost 10% of respondents.

“Toilets. It’s awful when you have young children and there are no toilets for them to use.”

“Wider paths so I walk next to my family properly without going on the grass.”

“I’m hoping to lose a bit of weight by walking a lot more. Widen and make safe some of the narrow paths.”

3.2.5 Play/Fitness Equipment

Improved equipment for all ages was another popular comment with just under 13% suggesting an outdoor gym and 20% suggesting increased age-appropriate play equipment, especially for children aged 3-8.

“Better play equipment for children aged 3-8 years. My daughter is five and the only thing she is able to play in that is age appropriate for her is the large blue slide.”

Users of the baby/toddler area reported being hit by balls flying over the fencing from the MUGA as well as exposure to bad language from older children.

“Move children’s play area away from skateboard ramp and multi use area as there is so much swearing from older children. It is hard to stop a small child from hearing this”

“Protection from flying footballs for toddler area”

Suggestions were made regarding zoning of the park to allow for a variety of uses eg a picnic area / quiet zone, a nature / wilding zone, and potentially a dog walking zone.

The skate park received mixed reviews with 10 comments supporting a revamp, 1 for removal and 2 for moving the location. Many referred to the skatepark in their best memory or feeling. Several respondents suggested a shelter and 11 suggested a BMX/Pump track.

“I like the skate Park and small football ball pitch”

“More play equipment. Maybe some adult gym equipment put into place”

“Good all the children’s play equipment is together with other areas quiet for contemplation”

3.2.6 Natural Environment

20% of respondents referenced developing nature in the park for example wilding areas, less mowing, flowers, nature trails, scented flowers, more trees, and a community garden.

“More homes for nature: insect homes, bird / bat boxes”

“I love the park, I would like to see more flowers, even wild flowers. I also enjoy walking on the paths and would like more paths through the big space”

“I wondered about some apple or fruit trees or maybe a herb garden”

“More planting for biodiversity like a wild flower part or bug hotels for insects. Use of mulch to prevent weeds and protect soil. Permanent planting that does not need to be replanted every year, to save on cost and soil erosion”

3.2.7 Dogs

Walking of dogs in the park provoked a varied response with dog owners valuing the space to walk everyday and let their dog off the lead in a safe environment. However, this appears to cause others distress and 11% of respondents suggested either an enclosed area for dogs off the lead or a policy of dogs on leads. 3 respondents suggested the park was a ‘no dogs’ area. Dog mess was a common complaint which could be addressed by more bins.

“Fenced dog exercise area, where dog can have off lead exercise safely”

3.2.8 Football Pitch

Many of the young people engaged in the conversations about the park commented on the grass football pitch, suggesting better drainage, levelling and football nets. Several suggested a 3G or 4G pitch involving resurfacing the MUGA rather than replacing the grass pitch.

3.3 What could you do to support the long-term future of the park?

The majority of respondents said that they would continue to use the park as a way of supporting its long-term future, respect the space and support events. In addition, 25 people said they would help with litter picking either in organised groups or informally when they walk round.

“I already do a litter pick with the kids and will continue to do so”

“Volunteer clean ups”

In addition, 30 people offered to help with volunteering, joining a ‘Friends of the Park’ group and fundraising.

“I would help in the community to make Chapel Park an amazing place for families”

Reporting of good and bad behaviour was suggested by 9 people and paying more tax was explicitly suggested by 4.

4. Case Studies

i) Terri-Louise Waterhouse

Terri-Louise Waterhouse from Chapel-en-le-Frith is a mum-of-five and a special education teaching assistant. Chapel Memorial Park has multiple meanings for her, being a place for reflection and remembering, learning and socialising.

She explains, "My brother passed away nine years ago and we wanted somewhere we could go as a family. So just inside the entrance to the park there's a tree for him with a little plaque. His anniversary's in June and it's normally quite nice weather so we go for a picnic. It's not morbid then."

As well as being a positive space to remember her brother, the park is a place for socialising, both for herself and her children.

She said: "We're lucky that our garden is quite big but it's more the social side we go to the park for. The children get to see their friends outside school where they're a bit more free to do what they want to do. It's really nice in the summer holidays when you're at home all the time with the kids because it's a social life for the parents too."

It's a space which is also appreciated by the children Terri works with in school. Once or twice a week they take the children to the park to enjoy new sensory experiences.

She said: "A lot of the children we work with don't live in Chapel, a lot live out towards Glossop way or even further afield. Quite often the parents, when they've got busy families themselves, they don't really have the opportunity to take them out. So being able to experience big open spaces and a difference sense of sights and sounds, you can see they really enjoy it.

"The main reason we use it is because it's not on the main road, the equipment itself is enclosed, it's a lot more safe for them and it's normally a clean and tidy park. We do quite a lot of topics on the natural world so it's a safe environment to collect resources like leaves and conkers. It's the first time a lot of them have experienced anything like that. I think it's just amazing.

"There are lots of different trees that you don't find at other parks in our area and the paths round the park are accessible."

For the future of the park, Terri would like to see separate courts for other activities like tennis, somewhere for younger children to be able to access with their bikes and scooters and picnic tables to boost their experience.

She said: "Quite often we go for picnics but we end up sat on the floor, which we don't mind so much, but we'd be able to do it more often if we had a proper picnic bench to sit at."

As far as supporting the future of the park, Terri is keen to see links between the park and local schools.

She said: "I think this is something which can go hand in hand with the schools, because they do access the park quite a lot. You want the school to have more pride in their local community, not just the park but everywhere.

"You could get clean teams from the park to talk about keeping their area tidy and having recycling bins rather than just general rubbish bins. I think a little bit of signage would be better for making sure they pick up after themselves and making sure those bins are readily available all round the park. They are quite lacking, especially away from the equipment where teenagers might sit on the benches. If there was one nearby, more dotted around they might be more likely to do it."

ii) Finnlay

Finnlay is 17-years-old and has lived in Chapel-en-le-Frith for the past 10 years. He enjoys the Memorial Park as a place to play football with his friends but isn't a regular visitor and sees it as a place used more by younger children.

He said: "I go and play football at the park with my friends maybe once every two weeks and for what we use it for I think it's fine for us. I like playing football and I like being with my friends so it's somewhere I can do both together. There are other places we could play football but the park just works for us all and encourages us to do it more often.

"It could always be improved in terms of the surface and stuff but it's good.

"I think the park allows for all ages groups. If you're not into football or skating then maybe not but those things allow people who aren't necessarily of the same age to play together."

Through the pandemic and lockdowns, Finnlay was pleased to be able to use the park to meet up with friends.

He said: "When you were allowed to meet up with one friend to exercise we went there more. I used it a lot more to play football. The park was a lot busier then."

Finnlay is keen to see litter dealt with and is happy to actively take part in making the park a cleaner place for others.

He said: "In the concrete places there's sometimes quite a lot of glass and I think someone younger than me could fall into that and it wouldn't be great. If there's two or three bottles left there I'd just put them in the bin. Most likely I'd be going to the bin anyway.

"I also thought a water fountain would be a good idea as it would stop people buying plastic bottles from the shop. But that could easily get trashed. Most people wouldn't go out of their way to trash a water fountain but it only takes one or two."

Finnlay thinks asking younger children to get involved in the development of the park would be a good idea.

He said: "I think if you got more year 6 or year 7 kids involved I'm sure they would as they're going to be using it for another 3 or 4 years."

iii) Susie Gloster

Susie Gloster is 81 and has lived in Chapel for six years, in a home overlooking Chapel Memorial Park. She uses the park to walk the dog and has a passion for wildlife and nature, being keen to retain and build on this in any park developments. Its purpose as a memorial park also holds a special place in her heart as both her and her husband's fathers fought in the war.

She said: "We love looking out on the park, we feel very lucky. We love the trees, the lovely lime trees everywhere and we walk our dog in it everyday. We walk much further afield as well but it's convenient having it on the doorstep too. It's just nice to chat to people. It's just a very sociable place really.

"We have very little problems with balls coming over or anything like that but I think our neighbours have a problem with it."

One of the main things Susie would like improved upon is to create wilder areas where wildlife can thrive. She explained: "Wildlife is very important. I understand in sporting areas the grass has to be kept short but some of the borders and wilder bits could be kept wild. There's a little woodland patch which has bluebells in the spring and wild garlic and snowdrops so why not let it be more wild and extend it. I just think it's a balance isn't it.

"Wildlife and nature is important to me because it's struggling. It's also part of climate change. It's part of trying to reverse what's happening. It's a beautiful area and we need to keep it but we all need to play our part in that."

Having used the park with their grandchildren when they were younger, Susie thinks it's important to involve young people in the decision making process.

She said: "I like hearing the kids, their voices when playing and I think it's very well used by the young people. If I have a criticism, it's if you don't like football you've got a problem. There are goals that are in the middle of the park and the MUGA which is mainly football, especially now the basketball nets have been taken down.

"I think it would be useful if the youngsters could be a bit involved in some of the decision making so they felt some sort of ownership of the park and so they didn't feel excluded.

"There's a bit of anti-social behaviour and I'm sure it's because they're not consulted. Sometimes there's some bottle smashing so we've been out with a dustpan and brush a few times. It's obviously not good for a dog's feet aside from anything else.

"It's not just in the park, it's round the country, litter is a big thing. I don't think I ever walk through the park without picking something up. I don't get it quite, I think it's a form of rebellion."

Lockdown saw the park come to life and it was important to Susie as a place for socialising safely.

She said: "I think the effect on mental health became even more important during the lockdowns and I think people became more aware of that. During lockdown it was great to use the park to be able to talk to people at a safe distance. Even when we were still being careful, seeing families picnicing under the trees or on the steps.

"I think the main thing is it's a beautiful space that's used by all age groups and whatever can be done to make that continue, happily, should be done."

5. Summary and Conclusion

It is important to note that whilst the majority of respondents made suggestions for improving the park, as was the purpose of the exercise, there was an overwhelming sense of pleasure reported with people emphasising the benefits they and their families gain from the Memorial Park. Many also commented positively about the current state of the park and 14 people said they liked it just the way it was. There was praise and gratitude for the work of the park keeper:

“Please encourage and support our present hard working, enthusiastic park staff”

“staff continue to keep up the high standards .eg grass cutting and clearing of footpaths”

“I gave 4 nest boxes to Memorial Park which have been put up by Phil, the current park keeper who has improved the Memorial Park considerably”

5.1 Anti-Social Behaviour

The key issue seems to be of addressing anti-social behaviour, especially litter, dog mess and broken glass. More bins and offers of help with litter picks would improve the situation but there is perhaps a requirement to go further to improve general standards of behaviour and respect/personal responsibility.

The issue of teenagers gathering in the park in the evenings seems to be a major cause concern for many and deters use after dark. Whilst some suggest CCTV and heavy policing to stop this, others are keen for more activities to engage young people and several respondents commented on the need for tolerance in the park, for example:

“Engagement of young people to reduce anti-social behaviour”

“More tolerance / acceptance of people who use the park – people don’t need to be scared of teenagers (even in black hoodies) they aren’t there to mug you, they are just socialising and pushing them out of the park will only push them to other places (which may be less safe and have less natural supervision). Let’s have a pro-teenager approach – one that doesn’t demonise or pander to negative stereotypes.”

“People stopping moaning about teenagers and starting using the park themselves more as it is beautiful”

Addressing anti-social behaviour in parks and open spaces is not unique to Chapel-en-le-Frith, indeed, in a report by CABE Space, 2004 ([Decent Parks? Decent Behaviour? The Link Between the Quality of Parks and User Behaviour](#)) suggests that a combination of good design, management and maintenance has transformed no-go areas back into popular community spaces. The report recommends the following:

- 1 Restore original designs where possible at sites of heritage importance.
- 2 Ensure all designs are of a high standard, involving relevant professionals (landscape architects and designers) and valuing the contribution of users.
- 3 Manage risk sensibly and retain positive features that attract people to parks: the paddling pool, play area and shrub beds.

- 4 Take advantage of the potential for buildings within parks for natural surveillance, e.g. from cafés, flats and offices.
- 5 Involve the community early in the process and continually.
- 6 Involve 'problem' groups as part of the solution where possible and work hard to avoid single-group dominance in the park.
- 7 Build a relationship with community groups that can lead to their achieving external funding and exerting a legitimate authority.
- 8 Provide activities and facilities to ensure young people feel a sense of ownership. Address young people's fear of crime as well as that of adults.
- 9 Use publicity to let people know that management believes in the place. Send a clear message to vandals and criminals: 'your time is up, you are no longer welcome, things are about to change'.
- 10 Ensure that people know how to report damage and incidents.
- 11 Make sure that maintenance budgets are adequate to support after-care.
- 12 Employ 'target hardening' measures sensitively as part of overall improvements.
- 13 Respond rapidly to vandalism and antisocial behaviour, but bear in mind it is highly localised and caused by a minority.
- 14 Work in partnership. Others may be trying to manage similar problems and be willing to get involved and share resources.
- 15 Research the range of tools and powers available and use appropriate enforcement where necessary to tackle problems.
- 16 Reintroduce staff and gardeners, who provide a level of authority and a point of community interaction. Ensure they are provided with back up.
- 17 Ensure that initiatives are part of a coordinated approach.

5.2 Infrastructure

The message from the community regarding infrastructure is consistent and clear; toilets, more bins, more benches, more picnic areas, lighting, wider paths, and a kiosk would all improve the experience of the park and potentially lead to more people enjoying the space more often. This is also likely to improve standards of behaviour with more people around providing natural surveillance.

5.3 Play and Exercise Equipment

Whilst there were 3 suggestions to move the MUGA and Skate Park, the majority of respondents were happy with the current positioning of the play areas and appreciate the 'zoning' approach to allow for quiet areas within the park. Several people expressed concern over bad language and balls escaping onto the toddler area, both of which could be addressed with minimal effort.

There was support for increased provision for children aged 3-8, particularly climbing frames and apparatus and there was significant support for adult gym equipment throughout the park.

5.4 Events and Activities

Again, there was resounding support for more activities and events at the park to grow a sense of community spirit, particularly after a period of isolation.

5.5 Volunteers

The engagement exercise has proved very productive in encouraging local people to step forward to take action to support the park. Residents are most keen to support developments around nature (A Wilding Group?), litter picking and events.

5.6 Accountability

Several respondents encouraged the Council to follow through on this engagement exercise and take action in response to the findings.

“For the council to take on board what residents have said in this surgery and make it happen”

6. Recommendations

1. For Chapel-en-le-Frith Parish Council to acknowledge and endorse in full the findings of the community conversations.
2. To develop a 'Friends of Chapel Memorial Park' group, with sub-groups, to contribute to the implementation of key developments. To ensure a range of ages and interests are represented on the group, including young people.
3. To develop an annual events programme featuring a range of cultural, music, arts and sporting events and opportunities to bring the community and visitors together in the park.
4. To create regular activities in the park led by local groups and organisations eg Fitness Classes, Nature Trails, Holiday Programmes, Mini Park Run.
5. To form a Nature Group to lead on increasing the biodiversity of the park, in particular wilding areas, nesting boxes and education opportunities.
6. To invest in improved infrastructure in the park, in particular toilets, recycling bins, litter bins, low level lighting, picnic benches and path widening.
7. To invest in improved play/fitness equipment for young people aged 3-11 and outdoor gym equipment for adults.
8. To increase the height of the fence between the MUGA and the playground.
9. To invite local partners to contribute to the development of the park, for example the Youth Engagement Officer, Chapel Primary School, Chapel High School, Chapel Town Football Club.
10. To explore the suggestion of zoned areas, particularly allowing for quiet, sensory spaces, areas for dogs to be exercised off the lead, a picnic area and a sheltered space.
11. To create a communications plan involving the Friends Group and local partners to create clear messaging to residents about activities, events, developments and particularly behaviour in the park.
12. To feedback to residents and users on the findings of the Community Conversations.
13. For Chapel-en-le-Frith Parish Council Amenities Group to resource and lead the development and implementation of the recommendations of this report by creating a transparent, time limited action plan.

Sparrowpit Park, Combs Park and Needham's Recreation Ground

Community Engagement Report September 2021

Sparrowpit Park

35 responses were received relating to Sparrow Pit Park. There is a strong sense of pride in the park and community hall.

“The Sparrowpit community Association works with the Parish council to manage the area, local people are proud of what goes on here”

Findings:

1. Best feeling or memory of the park

As with Chapel Memorial Park, there was a very positive response to the question of best memory or feeling about the park with most remembering going there with children, grandchildren, family and friends.

25% enjoyed using it with a community event at the village hall and many enjoy the easy access from home and a peaceful place for picnics or quiet contemplation, especially during lockdown.

“Quiet peaceful place for my meditation”

“Tranquillity on a sunny day”

The equipment is popular as is the no dogs policy.

2. What would make the park a better place for you / everyone?

2.1 46% of respondents said the park should be kept the way it is

“For it to be left alone for the village children to play”

“it is well used by residents and visitors”

“The park is a wonderful place, older people go for tranquillity and to mix with young people which is sometimes difficult for older people! The park is perfect!!”

“it is currently open to anyone and as it is part of the village hall it is already a wonderful facility. There is free parking and anyone passing by can use it as well as the local community”

2.2 There is concern about perceived threat of closure of the park

“I am happy with the facilities, but worried about rumours that local Councillor’s want to take away the park due to the number of children in the village to support the playground”

“the thought of it being there for years to come, without the threat the local council taking away the opportunity for new generations (4)

2.3 Infrastructure

11% of respondents suggested picnic tables and seating whilst others suggested better signage and a small gate in the wall next to the Olive Tree Shop. One respondent suggested a fence around the park to prevent children running onto the car park.

2.4 Nature

As with the Memorial Park, there were several suggestions for more plants, flowers and shrubs as well as a wild flower meadow

2.5 Equipment

14% of respondents suggested more equipment for all ages, 3 respondents specified younger children. Two suggested a sandpit and one a slide.

2.6 Maintenance

Several respondents suggested more regular mowing, but most were grateful for the upkeep and tidiness

“Thank you to the parks team”

“That it is maintained by the council not just for people in Sparrowpit but for everyone in the Parish. I go there as it is my nearest playground”

3. What could you do to help support the future of the park?

As with the Memorial Park, a third said they would carry on using the park. Many people offered their time and energy to develop use of the park and secure its long term future:

“Happy to help with anything”

“Litter pick”

“Support the village hall”

“Organise Community Events”

“I can lobby the Council to ensure they keep it”

Combs Park

35 people responded to the Combs survey, again with mainly positive remarks and several suggestions for improvements.

1. Best Memory or feeling of being in the park

Over half of respondents remembered spending time with family and friends, particularly grandchildren (20%).

The location of the park next to the school makes it a good place to play safely and socialize in the afternoon.

“Fun – happy - laughter – carefree - down time – safe”

“Playing on my own as a child”

“Community aspect, used by the whole village”

“It’s needed, and more!”

“My Grandad gave this land to the school for a play area”

2. What would make the park a better place for you/everyone?

Drainage, access and maintenance

Almost a third suggested better drainage and improved surfaces whilst 30% of people mentioned improved and more regular maintenance. 20% of people suggested better access for prams. One suggested improved lighting. Just under 10% suggested making the park bigger and one person suggested a notice board to promote walks in the local area.

“Trim down the hedges and keep them neat and tidy”

“Maintenance needs to be consistent”

“Regular Maintenance”

“Lower hedges so can enjoy the views and teens not be hidden away. Lower hedges which are well maintained would create a link between the village and the park and help foster a sense of it being a community asset”

Equipment

Over half of respondents suggested better equipment at the park, although there were a range of suggestions. 10% suggested more equipment for babies and toddlers, several people suggested more equipment for older children (including a basket swing and more modern climbing frame).

The table tennis table had mixed reviews with some siting it as their best memory and others suggesting it be removed and replaced with more swings.

“More modern climbing frame & focus on infant and junior age”

“Take table tennis table out and add more swings”

“Remove table tennis table and consider traditional equipment”

Seating and benches

14% of respondents suggested more seating and benches with some specifically stating picnic benches.

Remain the same

14% suggested keeping the park as it is.

Nature

As with the other park conversations, many people commented on the connection with nature and made suggestions to improve this further.

“Flower planting”

“Planting scheme”

“Shrubs and plants to attract butterflies”

“Gardener’s touch”

3. What could you do to help support the support the future of the park?

Local people already take care of the park and surrounding area and appear to take pride in the community spaces.

“Already Do! The CVHT own the land and take no charge for community use. We work to ensure equipment is safe and support council workers as well as providing major donations for equipment purchase.”

They seem very positive about contributing to the future of the park in Combs with several people offering to be part of a community group to promote the park and keep it tidy and maintained and plant flowers.

“Be part of Combs community group to support the future of the park”

“Anything it takes”

“I can contribute to it remaining open”

“I would be happy to be part of a voluntary maintenance gang”

One respondent also offered to formally connect the park to the school’s day to day checks.

“As a Governor at the school, it could easily be included in our school H&S checks”

Needham's Recreation Ground

13 people responded to the survey relating to Needham's Recreation Ground.

1. Best memories or feeling of being in the park

As with the other surveys, Needham's Recreation Ground is a place where families and friends enjoy being outside and having fun together. For many it is where memories are made and where children learn to move confidently and independently.

"Family time"

"Watching them learn to climb the small climbing frame independently and how proud they are when they manage it"

"playing as a child and taking mine now"

"Sledging down the hill in winter"

"Kids laughing, Kids playing and having fun"

2. What would make the park a better place for you?

Equipment

Over half of respondents suggested more equipment, specifically exercise/gym equipment and a basket swing.

Seating, bins and a path

Picnic tables and more seating featured in the survey along with more bins and better signage. One person suggested a toilet.

"Path surrounding the park for bike riding, scootering and walks including pushchairs"

Activities and events

25% of respondents suggested events and activities for children, particularly in the holidays.

"Events for children like they have at the moment in the Memorial Park, we always feel like second best"

"Sports for families and children"

Behaviour

Several people referenced behaviour at the park including a no dogs policy and respect from older kids.

3. How could you help support the future of the park?

Several people offered to help with the park in the future, through supporting events and fundraising.

“Community fund raise”

“Help out where needed”

“Use the park responsibly, report misuse whether it be litter, damager, dangerous dogs or dog faeces.”

Chapel-en-le-Frith Memorial Park

Community Engagement Report

September 2021



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Section 1:

Background



Chapel-en-le-Frith Memorial Park

The Park was established in 1921 as 'a place for public recreation and pleasure and public walks'. The Memorial Arch at the main gate was built in 1953 to commemorate those who gave their lives in both world wars. A time capsule was placed under the structure.

In 2000 a Memorial Garden was created to celebrate the Millennium, using stone from the old Target Wall which was used by Bowden Volunteers.

Parks and Green Space in a Pandemic

In the autumn of 2020, the 'Covid Snake' of painted stones was sunk into the ground and a tree planted to mark the Coronavirus Pandemic. Data collected during the pandemic reveals that parks, nature and open green spaces have been a big comfort during periods of lockdown. According to the government's advisor for the natural environment, Natural England, more than 40% of people say nature, wildlife and visiting local green spaces have been even more important to their wellbeing since the coronavirus restrictions began and percentages have remained stable throughout.

In a review of surveys and data on the role of nature and green spaces in the past year, the Office for National Statistics (ONS) said that shifts in personal behaviour and corporate attitudes could mean that the UK, post lockdown, will value and interact with nature on a much greater scale than before the pandemic." (Helen Briggs, BBC Environment Correspondent, April 2021)

Many trees have been planted over the years and are now mature. The large Chestnut tree was planted in 1953 to mark the Coronation of Queen Elizabeth II.

In the Memorial Park there is a football pitch, children's play, Skatepark, MUGA as well as quiet areas and seats.

"According to a study by Cardiff University and Cardiff Metropolitan University, people with green space on their doorstep or access to a private garden reported better health and well being during and after the first lockdown in the UK. Researchers have also shown that people with a garden and a park nearby were more likely to say they were feeling calm, peaceful and had a lot of energy compared to those with no access to a garden or living further away from green space.



Chapel-en-le-Frith Parish Council

The Parish Council owns and manages the Memorial Park. Following council elections in May 2021, a new Chair and several new Councillors were elected, providing a fresh, proactive approach to matters which had pervaded the area for some time. A review into use of the park was commissioned in order to inform future decisions and develop a plan based on authentic community voices.



Section 106 funding

As a result of a new development taking place in the area, Under Section 106 of the Town and Country Planning Act 1990, contributions can be sought from developers towards the costs of providing community and social infrastructure such as leisure and recreation. This is an ideal opportunity to connect with locals and improve the parks and green open space.

Funding currently available in Chapel-en-le-Frith amounts to £97,472 and in Dove Holes £43,440, totalling over £140,000. This presents a superb opportunity to work with High Peak Borough Council and Shift and their professional networks to leverage in further funding to multiply this initial amount.



Section 2:

Methodology



It was agreed that during the months of July and August 2021, a comprehensive community engagement approach would be undertaken involving several techniques to allow for maximum input and rich, two-way conversation to understand how the park could be improved to enhance quality of living in the area.

This approach was favoured over a traditional questionnaire survey as it also created relationships and capacity which could be used to develop use of the park in the future.

Online Survey

Using the 'Survey Monkey' tool, a series of questions were made available online and shared on social media by many local groups. For example, local parent and childminding groups, Chapel Town Football Club, the Primary School, High School, Little Cherubs Charity and the Town Hall. Many local residents also shared the online survey using their personal social media accounts.

A QR code (Quick Response Code) was created linked to the survey which could be scanned by a phone or tablet at various places throughout the park. The questions were short and simple as follows:

What is your best memory of the park?

What would it take to make the park a better place for you/everyone?

What could you do to support the long-term future of the park?

171 responses were received in reference to the Memorial Park.

Postcards

A colourful, A5, double-sided postcard was designed and printed, inviting responses to the questions above. Postcards were distributed to surrounding residential areas, and made available in local shops, cafes, hairdressers and social spaces.

103 postcards have been completed and returned, either by hand to the Town Hall or scanned and emailed in.

Group Conversations

A small working group was established in early July to ensure engagement across the wider community. The group involved Parish Councillors, the Clerk to the Council, the Police Community Youth Engagement Officer, the Parks Manager and the High Peak Community Builder from Shift, the appointed Community Interest Company who are supporting this work.

Working Group members held conversations in the park throughout July and August involving children, families, dog walkers, local residents and visitors. Postcards were completed and participants were encouraged to complete the online survey.

Activity

In addition to the survey, a programme of activity in the park was developed over the summer months including the following:

Nature day

Rounders

Family Mile

Nordic Walking

Calisthenics

Funding was secured from Derbyshire County Council to deliver a Holiday Activities and Food Programme which engaged 40 young people in a sports camp for three weeks. Food was provided by Rem's Cafe Bar and Restaurant.



Public Relations / Media

The community engagement exercise was publicised via High Peak Radio and through a series of Press Releases resulting in articles in the Buxton Advertiser, Glossop Chronicle and Thameside News.



Section 3:

Findings



Best Memory or Feeling about the Park

The survey revealed that the park is most often thought of as a place for having fun with family and friends, with over a third of people quoting this as their best memory or feeling about the park.

“Picnics in the park, playing hide and seek, chasing my girls up and down the hills”

The Carnival, ball sports, dog walks and a place to meet people also featured as strong memories of the park when locals were reminiscing.

In addition, many talked about the peace and calm, of early morning walks in the snow, of birdsong and being in nature. The open space, freedom, views, greenery, fresh air and quietness all registered and helped with mental as well as physical health, especially during lockdown.

“A green oasis in a small, over developed town”

“I love the open space and trees and that it is a mainly untouched by time area of Chapel”

“Sitting under a tree on a beautiful evening last summer”

Interestingly, the old play equipment was referenced by many as a ‘best memory’ with the high slide and the roundabout featuring regularly.

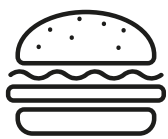
“Taking our children to the park after school. The long slide was very exciting – removed many years ago! (Health and Safety!!)”

What would it take to make the park a better place for you/everyone?

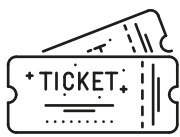
Full details of the responses can be found in the appendix and the main themes emerging are summarised below:

Events

Over 30% of respondents suggested that more events and activities in the park would make it a better place for themselves and others, for example:



Food festivals



Outdoor concerts/theatre



Craft fayres



Carnivals



Outdoor church



Proms



Sculptures



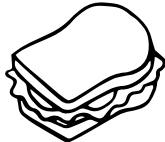
Boules



Tai Chi



Fitness classes



Picnics in the park

Yoga



Walking football



Putting green



Mini park run

“Organised activities for kids to do especially in the holidays , picnics , football , rounders”

“Much more community interaction and ALL residents feeling the benefit”

Anti-social behaviour

A reduction in anti-social behaviour was a frequent comment with over 47% of respondents citing this as an area for improvement. Littering, dog mess and broken glass appear to be the main causes of anti-social behaviour alongside young people drinking alcohol, swearing and 'hanging around' causing distress to other park users.

"Stop the evening drinking there and leaving the glass and rubbish"

"I have challenged groups of lads to put their litter in bins to be verbally abused or intimidated."

"Stop the youths breaking glass and making a mess – cost me £150 vet bill last week"

"Preventing large gatherings of youths around the benches which can be intimidating especially at night."

Security / Safety

Further to comments regarding anti-social behaviour, many respondents made suggestions to improve security and tackle a perceived threat to safety. Suggestions include introducing CCTV (3%), wardens (3%), police presence (3%) locking the park at night (3%) and controlling teenagers.

"Lock the park at dusk"


"Someone having control over young kids ruining the park"

"People need to be held responsible for their actions"

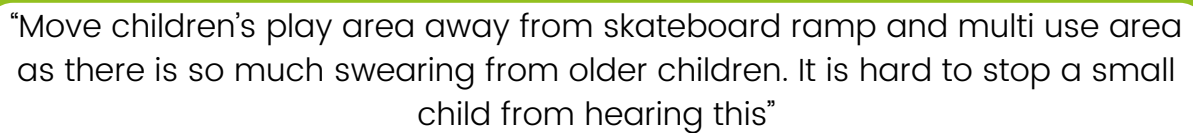
Play/fitness equipment

Improved equipment for all ages was another popular comment with just under 13% suggesting an outdoor gym and 20% suggesting increased age-appropriate play equipment, especially for children aged 3-8.

Users of the baby/toddler area reported being hit by balls flying over the fencing from the MUGA as well as exposure to bad language from older children.



“Better play equipment for children aged 3-8 years. My daughter is five and the only thing she is able to play in that is age appropriate for her is the large blue slide.”




“Move children’s play area away from skateboard ramp and multi use area as there is so much swearing from older children. It is hard to stop a small child from hearing this”



“Protection from flying footballs for toddler area”


Suggestions were made regarding zoning of the park to allow for a variety of uses eg a picnic area/quiet zone, a nature/wilding zone, and potentially a dog walking zone. The skate park received mixed reviews with 10 comments supporting a revamp, one for removal and two for moving the location. Many referred to the skatepark in their best memory or feeling. Several respondents suggested a shelter and 11 suggested a BMX/pump track.



“Good all the children’s play equipment is together with other areas quiet for contemplation”



“I like the skate Park and small football ball pitch”



“More play equipment. Maybe some adult gym equipment put into place”

Natural Environment

20% of respondents referenced developing nature in the park for example wilding areas, less mowing, flowers, nature trails, scented flowers, more trees, and a community garden.



“More homes for nature: insect homes, bird/bat boxes”

“I wondered about some apple or fruit trees or maybe a herb garden”

“I love the park, I would like to see more flowers, even wild flowers. I also enjoy walking on the paths and would like more paths through the big space”

“More planting for biodiversity like a wild flower part or bug hotels for insects. Use of mulch to prevent weeds and protect soil. Permanent planting that does not need to be replanted every year, to save on cost and soil erosion”

Dogs

Walking of dogs in the park provoked a varied response with dog owners valuing the space to walk everyday and let their dog off the lead in a safe environment. However, this appears to cause others distress and 11% of respondents suggested either an enclosed area for dogs off the lead or a policy of dogs on leads. Three respondents suggested the park was a ‘no dogs’ area. Dog mess was a common complaint which could be addressed by more bins.

“Fenced dog exercise area, where dog can have off lead exercise safely”

Football Pitch

Many of the young people engaged in the conversations about the park commented on the grass football pitch, suggesting better drainage, levelling and football nets. Several suggested a 3G or 4G pitch involving resurfacing the MUGA rather than replacing the grass pitch.

What could you do to support the long-term future of the park?

The majority of respondents said that they would continue to use the park as a way of supporting its long-term future, respect the space and support events. In addition, 25 people said they would help with litter picking either in organised groups or informally when they walk round.

“I already do a litter pick with the kids and will continue to do so”

“Volunteer clean ups”

In addition, 30 people offered to help with volunteering, joining a ‘Friends of the Park’ group and fundraising.

“I would help in the community to make Chapel Park an amazing place for families”

Reporting of good and bad behaviour was suggested by nine people and paying more tax was explicitly suggested by four.



Section 4:

Case studies



Terri-Louise Waterhouse

Terri-Louise Waterhouse from Chapel-en-le-Frith is a mum-of-five and a special education teaching assistant. Chapel Memorial Park has many meanings for her. It's a place for reflection and remembering, learning and socialising.

She explains, "My brother passed away nine years ago and we wanted somewhere we could go as a family. Inside the entrance there's a tree for him with a plaque. His anniversary's in June and we go for a picnic so it's not morbid."



As well as a positive space to remember her brother, it's a place for socialising.

She said: "It's more the social side we go to the park for. The children see their friends outside school where they're a bit more free. It's nice in the summer holidays because it's a social life for the parents too."

The park is also appreciated by the school children Terri works with.

She said: "Lots of the children live further afield. Often the parents don't have the opportunity to take them out. So being able to experience big open spaces and different sights and sounds, you can see they really enjoy it."

"We do topics on the natural world so it's a safe environment to collect resources like leaves and conkers. It's the first time a lot of them have experienced anything like that. I think it's just amazing."

For the future, Terri would like to see separate courts for other activities like tennis, somewhere for younger children with bikes and scooters and picnic tables. She's also keen to see links between the park and local schools.

She said: "I think this is something which can go hand in hand with schools, because they access the park quite a lot."

"You could get clean teams from the park to talk about keeping their area tidy and having recycling bins. I think a little bit of signage would be better for making sure they pick up after themselves and making sure those bins are readily available all round the park."

They are quite lacking, especially away from the equipment where teenagers might sit on the benches. If there was one nearby, more dotted around they might be more likely to do it."

Finnlay

Finnlay is 17-years-old and has lived in Chapel-en-le-Frith for the past 10 years. He enjoys the Memorial Park as a place to play football with his friends but isn't a regular visitor and sees it as a place used more by younger children.



He said: "I go and play football at the park with my friends maybe once every two weeks and for what we use it for I think it's fine for us. I like playing football and I like being with my friends so it's somewhere I can do both together. There are other places we could play football but the park just works for us all and encourages us to do it more often."

"It could always be improved in terms of the surface and stuff but it's good. I think the park allows for all ages groups. If you're not into football or skating then maybe not but those things allow people who aren't necessarily of the same age to play together."

Through the pandemic and lockdowns, Finnlay was pleased to be able to use the park to meet up with friends.

He said: "When you were allowed to meet up with one friend to exercise we went there more. I used it a lot more to play football. The park was a lot busier then."

Finnlay is keen to see litter dealt with and is happy to actively take part in making the park a cleaner place for others.

He said: "In the concrete places there's sometimes quite a lot of glass and I think someone younger than me could fall into that and it wouldn't be great. If there's two or three bottles left there I'd just put them in the bin. Most likely I'd be going to the bin anyway."

"I also thought a water fountain would be a good idea as it would stop people buying plastic bottles from the shop. But that could easily get trashed. Most people wouldn't go out of their way to trash a water fountain but it only takes one or two."

Finnlay thinks asking younger children to get involved in the development of the park would be a good idea.

He said: "I think if you got more year 6 or year 7 kids involved I'm sure they would as they're going to be using it for another 3 or 4 years."

Susie Gloster

Susie Gloster is 81 and her home overlooks Chapel Memorial Park. She uses the park to walk the dog and has a passion for wildlife and nature. It also holds a special place in her heart as her and her husband's fathers fought in the war.

She said: "We love looking out on the park, we feel very lucky. We love the trees and we walk our dog in it everyday. We walk further afield as well but it's convenient having it on the doorstep. It's nice to chat to people. It's just a very sociable place really."

"We have very little problems with balls coming over or anything like that but I think our neighbours have a problem with it."

One of the main things Susie would like is to create areas where wildlife can thrive.

She explained: "Wildlife is very important. There's a little woodland patch which has bluebells, wild garlic and snowdrops so why not let it be more wild and extend it. I just think it's a balance isn't it."

"It's also part of climate change. It's part of trying to reverse what's happening. It's a beautiful area and we need to keep it but we all need to play our part in that."

Having used the park with their grandchildren when they were younger, Susie thinks it's important to involve young people in decisions.

She said: "I like hearing the kids and I think it's very well used by young people. I think it would be useful if the youngsters could be a bit involved so they felt some sort of ownership of the park and so they didn't feel excluded."

"There's a bit of anti-social behaviour and I'm sure it's because they're not consulted. Sometimes there's some bottle smashing so we've been out with a dustpan and brush a few times. It's obviously not good for a dog's feet aside from anything else."

Lockdown saw the park come to life and it was important to Susie as a place for socialising safely.

She said: "I think the effect on mental health became even more important during the lockdowns. During lockdown it was great to be able to talk to people at a safe distance. Seeing families picnicing under the trees or on the steps."

"I think the main thing is it's a beautiful space that's used by all age groups and whatever can be done to make that continue, happily, should be done."

Section 5:

Summary & Conclusions



It is important to note that whilst the majority of respondents made suggestions for improving the park, as was the purpose of the exercise, there was an overwhelming sense of pleasure reported with people emphasising the benefits they and their families gain from the Memorial Park. Many also commented positively about the current state of the park and 14 people said they liked it just the way it was. There was praise and gratitude for the work of the park keeper:



“I gave 4 nest boxes to Memorial Park which have been put up by Phil, the current park keeper who has improved the Memorial Park considerably”

“Please encourage and support our present hard working, enthusiastic park staff”

“Staff continue to keep up the high standards .eg grass cutting and clearing of footpaths”



Anti-Social Behaviour

The key issue seems to be of addressing anti-social behaviour, especially litter, dog mess and broken glass. More bins and offers of help with litter picks would improve the situation but there is perhaps a requirement to go further to improve general standards of behaviour and respect/personal responsibility.

The issue of teenagers gathering in the park in the evenings seems to be a major cause concern for many and deters use after dark. Whilst some suggest CCTV and heavy policing to stop this, others are keen for more activities to engage young people and several respondents commented on the need for tolerance in the park, for example:

“Engagement of young people to reduce anti-social behaviour”

“More tolerance / acceptance of people who use the park – people don’t need to be scared of teenagers (even in black hoodies) they aren’t there to mug you, they are just socialising and pushing them out of the park will only push them to other places (which may be less safe and have less natural supervision). Let’s have a pro-teenager approach – one that doesn’t demonise or pander to negative stereotypes.”

“People stopping moaning about teenagers and starting using the park themselves more as it is beautiful”

Addressing anti-social behaviour in parks and open spaces is not unique to Chapel-en-le-Frith, indeed, in a report by CABI Space, 2004 (Decent Parks? Decent Behaviour? The Link Between the Quality of Parks and User Behaviour) suggests that a combination of good design, management and maintenance has transformed no-go areas back into popular community spaces. The report recommends the following.

- 1. Restore original designs where possible at sites of heritage importance**
- 2. Ensure all designs are of a high standard, involving relevant professionals (landscape architects and designers) and valuing the contribution of users.**
- 3. Manage risk sensibly and retain positive features that attract people to parks: the paddling pool, play area and shrub beds.**
- 4. Take advantage of the potential for buildings within parks for natural surveillance, e.g. from cafés, flats and offices.**
- 5. Involve the community early in the process and continually.**
- 6. Involve 'problem' groups as part of the solution where possible and work hard to avoid single-group dominance in the park.**
- 7. Build a relationship with community groups that can lead to their achieving external funding and exerting a legitimate authority.**
- 8. Provide activities and facilities to ensure young people feel a sense of ownership. Address young people's fear of crime as well as that of adults.**
- 9. Use publicity to let people know that management believes in the place. Send a clear message to vandals and criminals: 'your time is up, you are no longer welcome, things are about to change'.**
- 10. Ensure that people know how to report damage and incidents.**
- 11. Make sure maintenance budgets are adequate to support after-care.**
- 12. Employ 'target hardening' measures sensitively as part of overall improvements**
- 13. Respond rapidly to vandalism and antisocial behaviour, but bear in mind it is highly localised and caused by a minority.**
- 14. Work in partnership. Others may be trying to manage similar problems and be willing to get involved and share resources.**
- 15. Research the range of tools and powers available and use appropriate enforcement where necessary to tackle problems.**
- 16. Reintroduce staff and gardeners, who provide a level of authority and a point of community interaction. Ensure they are provided with back up.**
- 17. Ensure that initiatives are part of a coordinated approach.**

Infrastructure

The message from the community regarding infrastructure is consistent and clear; toilets, more bins, more benches, more picnic areas, lighting, wider paths, and a kiosk would all improve the experience of the park and potentially lead to more people enjoying the space more often. This is also likely to improve standards of behaviour with more people around providing natural surveillance.

Play and exercise equipment

Whilst there were three suggestions to move the MUGA and Skate Park, the majority of respondents were happy with the current positioning of the play areas and appreciate the 'zoning' approach to allow for quiet areas within the park. Several people expressed concern over bad language and balls escaping onto the toddler area, both of which could be addressed with minimal effort.

There was support for increased provision for children aged 3-8, particularly climbing frames and apparatus and there was significant support for adult gym equipment throughout the park.

Events and activities

Again, there was resounding support for more activities and events at the park to grow a sense of community spirit, particularly after a period of isolation.

Accountability

Several respondents encouraged the Council to follow through on this engagement exercise and take action in response to the findings.

Volunteers

The engagement exercise has proved very productive in encouraging local people to step forward to take action to support the park. Residents are most keen to support developments around nature (A Wilding Group?), litter picking and events.

“For the council to take on board what residents have said in this surgery and make it happen”

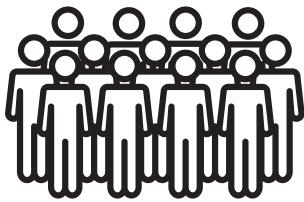
Section 6:

Recommendations



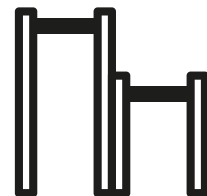
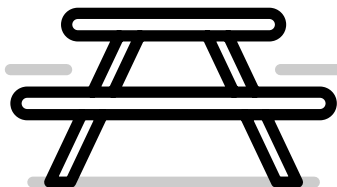
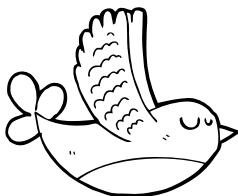
For Chapel-en-le-Frith Parish Council to acknowledge and endorse in full the findings of the community conversations.

To develop a 'Friends of Chapel Memorial Park' group, with sub-groups, to contribute to the implementation of key developments. To ensure a range of ages and interests are represented on the group, including young people.



To develop an annual events programme featuring a range of cultural, music, arts and sporting events and opportunities to bring the community and visitors together in the park.

To create regular activities in the park led by local groups and organisations e.g. fitness classes, nature trails, holiday programmes, mini park run.



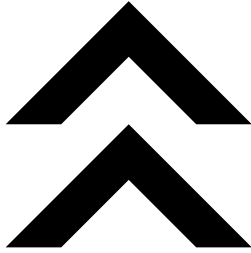
To form a nature group to lead on increasing the biodiversity of the park, in particular wilding areas, nesting boxes and education opportunities.

To invest in improved infrastructure in the park, in particular toilets, recycling bins, litter bins, low level lighting, picnic benches and path widening.

To invest in improved play/fitness equipment for young people aged 3-11 and outdoor gym equipment for adults.

To increase the height of the fence between the MUGA and the playground.

To invite local partners to contribute to the development of the park, for example the Youth Engagement Officer, Chapel Primary School, Chapel High School, Chapel Town Football Club.



To explore the suggestion of zoned areas, particularly allowing for quiet, sensory spaces, areas for dogs to be exercised off the lead, a picnic area and a sheltered space.

To create a communications plan involving the Friends Group and local partners to create clear messaging to residents about activities, events, developments and particularly behaviour in the park.



To feedback to residents and users on the findings of the community conversations.

For Chapel-en-le-Frith Parish Council Amenities Group to resource and lead the development and implementation of the recommendations of this report by creating a transparent, time limited action plan.

Organisation Name	XXXXXXXXXX
Project Title	XXXXXXXXXX

MONITORING PROCESS
Mid-Term Reporting
<p>Please provide information on all individuals in contact with your services between Start and Mid-Term date as stipulated within grant agreement.</p> <p>Where the individual has declined to provide information or where supporter felt it was not appropriate to try to ask a specific question, this should be marked as 'Not Stated' in designated tables.</p>

Number of Service Users and Service Providers
(Please state the number of service beneficiaries to the date - **Please note, dates are subject to the start date of the grant applicant***)

Service Users	Mandatory Figure
Total Number of Individual's who have benefited from the Service	150

Please provide information on the **geographical locations** of where your project will be delivered in?

Location	Mandatory
Amber Valley	
Bolsover	
Chesterfield	
City	
Derbyshire Wide	
County	
Derbyshire Dales	
Erewash	
High Peak	X
North East	
South Derbyshire	

At the point of first contact what was their age and gender?

Age (at time of referral)	Mandatory Figure
12 years and under	70
13 to 17 years	30
18 to 24 years	
25 to 34 years	
35 to 44 years	
45 to 54 years	20
55 to 64 years	25
65 to 74 years	5
75 years or over	
Not stated	0
Overall TOTAL	150

Gender	Mandatory
Female	X
Male	X
Trans/Non-Binary	X
Non Stated	X

At the point of first contact what was their identified Ethnicity?

Ethnicity	Mandatory Figure
White British (English, Welsh, Scottish, Northern Irish, White European)	x
Mixed / Multiple Ethnic Groups	
Asian / Asian British (including Chinese, Indian, Pakistani, Bangladeshi and any other	x
Black / African / Caribbean / Black British	x
Other Ethnic Group (including Arab)	x
Not stated	
TOTAL	150

How many had a Disability* or were identified as disabled?

*The Equality Act 2010 defines a disabled person as "someone who has a physical or mental impairment which has a substantial and long-term adverse effect on a person's ability to carry out normal day-to-day activities". Disability includes, but is not limited to, Vision (e.g. blindness or partial sight); Hearing (e.g. deafness or partial hearing); Mobility (e.g. walking short distances or climbing stairs); Learning/understanding/concentrating; Memory; Mental Health, Social or Behaviour (e.g. autism, attention deficit disorder or Asperger's syndrome).

	Mandatory
Disability* (at time of referral)	Figure
Has a Disability	x
Does not have a Disability	x
Not Stated	x
TOTAL	0

How many different types of intervention the project has achieved.

Please show the support provided

	Mandatory
Support Provided	Tick Box
Helpline Support	x
Group Support Sessions	x
Home Visits	
Drop-In Centres	x
Mental Health Support	x
Hate Crime Specific Support	
Awareness Raising Materials	x
Awareness Raising Events	x
Neighbourhood Mediation	
Diversions Activities: Sports	x
Diversions Activities: Community Based	x
Diversions Activities: Skill Development	x
Diversions Activities: Creative	x
Mentoring	x
CCTV Provision	
Overall TOTAL	10

Organisation Name	XXXXXXXXXX
Project Title	XXXXXXXXXX

MONITORING PROCESS

End-Term Reporting

Please provide information on all individuals in contact with your services between **Start and End-Term date as stipulated within grant agreement.**

Where the individual has declined to provide information or where supporter felt it was not appropriate to try to ask a specific question, this should be marked as 'Not Stated' in designated tables.

Number of Service Users and Service Providers
 (Please state the number of service beneficiaries to the date - **Please note, dates are subject to the start date of the grant applicant***)

Service Users	Mandatory Figure
Total Number of Individual's who have benefited from the Service	250

Please provide information on the **geographical locations** of where your project will be delivered in?

Location	Mandatory
Amber Valley	
Bolsover	
Chesterfield	
City	
Derbyshire Wide	
County	
Derbyshire Dales	
Erewash	
High Peak	X
North East	
South Derbyshire	

At the point of first contact what was their age and gender?

Age (at time of referral)	Mandatory Figure
12 years and under	120
13 to 17 years	50
18 to 24 years	20
25 to 34 years	10
35 to 44 years	
45 to 54 years	20
55 to 64 years	25
65 to 74 years	5
75 years or over	
Not stated	
Overall TOTAL	250

Gender	Mandatory
Female	X
Male	X
Trans/Non-Binary	X
Non Stated	X

At the point of first contact what was their identified Ethnicity?

Ethnicity	Mandatory Figure
White British (English, Welsh, Scottish, Northern Irish, White European)	x
Mixed / Multiple Ethnic Groups	x
Asian / Asian British (including Chinese, Indian, Pakistani, Bangladeshi and	x
Black / African / Caribbean / Black British	x
Other Ethnic Group (including Arab)	
Not stated	x
TOTAL	0

How many had a Disability* or were identified as disabled?

*The Equality Act 2010 defines a disabled person as "someone who has a physical or mental impairment which has a substantial and long-term adverse effect on a person's ability to carry out normal day-to-day activities". Disability includes, but is not limited to, Vision (e.g. blindness or partial sight); Hearing (e.g. deafness or partial hearing); Mobility (e.g. walking short distances or climbing stairs); Learning/understanding/concentrating; Memory; Mental Health, Social or Behaviour (e.g. autism, attention deficit disorder or Asperger's syndrome).

Disability* (at time of referral)	Mandatory Figure
Has a Disability	x
Does not have a Disability	x
Not Stated	x
TOTAL	0

How many different types of intervention the project has achieved.

Please show the support provided

Support Provided	Mandatory Tick Box
Helpline Support	x
Group Support Sessions	x
Home Visits	
Drop-In Centres	x
Mental Health Support	x
Hate Crime Specific Support	
Awareness Raising Materials	x
Awareness Raising Events	x
Neighbourhood Mediation	
Diversions Activities: Sports	x
Diversions Activities: Community Based	x
Diversions Activities: Skill Development	x
Diversions Activities: Creative	x
Mentoring	x
CCTV Provision	
Overall TOTAL	30

Which park do you use the most?

- Dove Holes
- Needhams Rec
- Sparrowpit
- The Memorial Park
- Combs

What is your best memory of the park?

What would it take to make the park a better place for

You

Everyone

What could you do to support the long term future of the park?

Return details on front. If you're happy for us to contact you about the parks please leave your details. We won't contact you for any other reason or pass your details on to anyone else.

Name _____ Phone _____ Email _____

Mrs Suzan Stockdale
Chapel En Le Frith Parish Council
Town Hall 51 Market Street
Chapel En Le Frith
High Peak
SK23 0HP

14/04/2022

Dear Madam

RECEIPT OF PLANNING APPLICATION

APPLICATION NUMBER	HPK/2022/0180
APPLICANT NAME	Mrs Suzan Stockdale
	Chapel En Le Frith Parish Council
LOCATION	Chapel Memorial Park Rowton Grange Road
	Chapel-En-Le-Frith
PROPOSED DEVELOPMENT	CCTV cabinet based pole with camera

Thank you for your recent planning application, which was received on 14/04/2022. If we require further information to accompany your application we will contact you in due course. Please note that we may amend the proposal description during validation in order either to clarify or make more concise. We no longer return stamped up paper copies of the plans, the approved or refused plans will be referred to on your decision notice.

If the development involves building or engineering works you will also need Building Regulations consent. You can contact the Building Control Section on 01298 28400.

Yours faithfully,

Planning Support
Customer Services

When calling please dial 01298 28400 or 0345 129 777 (local rate) and ask for Planning Support.

COVID-19 AND PLANNING APPLICATION SITE VISITS

As part of the assessment of your planning application it will be necessary for the Planning Case Officer to visit your application site.

In order to comply with Government requirements on social distancing before visiting the site, the Case Officer will telephone you. They will:

- Tell you approximately what time they intend to visit
- Make sure that they can access the site without going inside your property. (If they cannot do this the visit will need to be postponed until restrictions are lifted further)
- Explain that they will not be knocking on the door to announce their arrival, entering inside the property or engaging in any discussions
- Ask you to leave any gates etc. open so that they can access the site without touching any handles etc. (Again if this cannot be done the visit will need to be postponed)
- Confirm that nobody at the property has COVID-19 or is self isolating (If they are the visit will again need to be postponed.)

If you see the Case Officer on site please do not engage them in discussion and observe the 2m social distancing rules at all times. If social distancing is not observed the Case Officer may need to terminate the site visit. At the site visit stage it is usually too early in the process in any event for the case officer to give any indication of the likely decision. If you wish to discuss your application with the Case Officer then please contact them by telephone or email.

You can help us by making sure that you provide us with your contact telephone number. If you are the agent for an application please pass this information onto the applicant and provide us with the applicants telephone number.

By following the above social distancing requirements you can help to keep our Officers, yourselves and other customers safe and help to avoid any delays in dealing with your application.

Thank you for your co-operation.

Ben Haywood
Head of Development Services
High Peak Borough Council & Staffordshire Moorlands District Council



High Peak Borough Council
working for our community

Mrs Suzan Stockdale
Chapel En Le Frith Parish Council
Town Hall 51 Market Street
Chapel En Le Frith
High Peak
SK23 0HP

14/04/2022

Dear Madam

RECEIPT OF PLANNING APPLICATION

APPLICATION NUMBER	HPK/2022/0180
APPLICANT NAME	Mrs Suzan Stockdale
	Chapel En Le Frith Parish Council
LOCATION	Chapel Memorial Park Rowton Grange Road
	Chapel-En-Le-Frith
PROPOSED DEVELOPMENT	CCTV cabinet based pole with camera

Thank you for your recent planning application, which was received on 14/04/2022. If we require further information to accompany your application we will contact you in due course. Please note that we may amend the proposal description during validation in order either to clarify or make more concise. We no longer return stamped up paper copies of the plans, the approved or refused plans will be referred to on your decision notice.

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If you see the Case Officer on site please do not engage them in discussion and observe the 2m social distancing rules at all times. If social distancing is not observed the Case Officer may need to terminate the site visit. At the site visit stage it is usually too early in the process in any event for the case officer to give any indication of the likely decision. If you wish to discuss your application with the Case Officer then please contact them by telephone or email.

You can help us by making sure that you provide us with your contact telephone number. If you are the agent for an application please pass this information onto the applicant and provide us with the applicants telephone number.

By following the above social distancing requirements you can help to keep our Officers, yourselves and other customers safe and help to avoid any delays in dealing with your application.

Thank you for your co-operation.

Ben Haywood
Head of Development Services
High Peak Borough Council & Staffordshire Moorlands District Council

From: Cllr M Barton <cllrmbarton@chapelpc.org>
Sent: 25 January 2023 15:58
To: xxxxxxxx@derbyshire.police.uk>
Cc: xxxxxxxxxxxxxx Sue Stockdale <clerk@chapelpc.org>; xxxxxxxxxxxxxx
Subject: Re: Decision.pdf

Hi Josh,

I am well and trust you are too?

The Memorial Park CCTV project has been passed onto Cllr Chris Sizeland and I will ask him to update you with some urgency.

I know the answer to your question but it would be discourteous of me to give you the update now that I have been removed from this project.

Thank you for your patience.

Kind regards,

Michael

From: xxxxxxxx@derbyshire.police.uk>
Sent: 25 January 2023 08:46
To: Cllr M Barton <cllrmbarton@chapelpc.org>
Subject: RE: Decision.pdf

Hi Micheal,

I hope you are well.

I was hoping to get a update off yourself regarding the deadline extension to invite contractors to quote for the provision of CCTV.

Kind Regards,

Josh

From: Cllr M Barton <cllrmbarton@chapelpc.org>
Sent: 04 January 2023 15:34
To: xxxxxxxx@derbyshire.police.uk>
Subject: Re: Decision.pdf

Hi Josh,

This email was in my draft box from 21st December and was inadvertently overlooked.

Apologies for not keeping you on the loop and I cannot believe it was September when I informed you, we had planning consent for the CCTV cameras in our memorial park.

We did invite contractors to submit bids but only one was forthcoming. It was decided to invite further quotes and we have extended the deadline until 7th January. From that point forwards there will be no pussyfooting about and a firm decision made.

Kind regards,

Michael

From: Cllr M Barton <cllrmbarton@chapelpc.org>
Sent: 25 September 2022 14:00
To: xxxxxxx@derbyshire.police.uk>
Cc: Chris Sizeland xxxxxxx
Subject: Fw: Decision.pdf

Dear Josh,

I am pleased to inform you that at long last we have planning permission to install CCTV in Chapel en le Frith Memorial Park.

My fellow parish councillor, Chris Sizeland, has taken over this project from me and I have asked him to keep you posted on the tender process and award of the contract.

Kind regards,

Michael Barton
Vice Chairman, Chapel-en-le-Frith Parish Council

From: info@plansanddesign.co.uk <info@plansanddesign.co.uk>
Sent: 22 September 2022 09:38
To: Sue Stockdale <clerk@chapelpc.org>
Cc: Cllr M Barton <cllrmbarton@chapelpc.org>; Kathleen.Sizeland@highpeak.gov.uk
<Kathleen.Sizeland@highpeak.gov.uk>
Subject: FW: Decision.pdf

Dear Sue,

Please find attached planning approval notice from High Peak Borough Council.

Many Thanks

xxxxxxx



XXXXXXXXXXXX

18 Eccles Road, Chapel en le Frith,
High Peak, SK23 9RG

www.plansanddesign.co.uk

From: Haywood, Ben <Ben.Haywood@highpeak.gov.uk>
Sent: 20 September 2022 17:50
To: info@plansanddesign.co.uk
Subject: Decision.pdf

Dear Sir / Madam

Please find attached your planning decision notice

We value feedback from our customers and we would be grateful if you could spend a few minutes completing our short online customer survey at

<https://www.surveymonkey.co.uk/r/Q22LK9D>

Regards

Ben Haywood
Head of Development Services
High Peak Borough Council

Do you really need to print out this Email? Be green - keep it on the screen.

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performance and appropriate business usage. Derbyshire Constabulary's privacy notice can be viewed [Here](#).

From: Cllr M Barton <cllrmbarton@chapelpc.org>
Sent: 11 November 2022 12:59
To: Chris Sizeland xxxxxxxx
Cc: xxxxxxxx@derbyshire.police.uk>
Subject: CCTV project - Chapel en le Frith Memorial Park

Hi Chris,

CCTV in memorial park (Derbyshire police & crime commissioner grant project)

I am aware you are on holiday and just writing this to you as a prompt to please arrange to meet upon your return in the town hall, any morning Sue is working, to get an invitation to tender out.

Reason being Sue has all the stuff in a file, including how to apply to DCC to tap into lamppost for power, etc.

Kind regards,

Michael

From: Cllr M Barton <cllrmbarton@chapelpc.org>
Sent: 01 March 2022 16:18
To: xxxxxxxx@derbyshire.police.uk>
Cc: xxxxxxxxxxxx@derbyshire.police.uk>; Sue Stockdale <clerk@chapelpc.org>
Subject: Re: ASB Grant

Hi Joshua,

I can confirm that the Chapel-en-le-Frith Parish Council is registered to pay VAT and we will have to pay VAT on goods and services under the terms of the grant agreement.

The planning application has been dealt with at our end and that means we are awaiting the planning authority. I have a specification drawn up for pricing and that will go out once planning permission is given.

Kind regards,

Michael

From: xxxxxxxx@derbyshire.police.uk>
Sent: 01 March 2022 11:39
Cc: xxxxxxxx@derbyshire.police.uk>
Subject: ASB Grant

Good morning,

I hope you are well.

I am contacting you in regards to the ASB grant which you have been awarded via the OPCC.

Please could you let me know if you have/will pay VAT on goods or services under the terms of your grant agreement.

If you do not/have not paid VAT please can you inform me if the agreed funding outlined in your grant agreement is inclusive of VAT or not.

I can arrange a phone call to discuss this further if you require any additional clarification.

Kind Regards,

Josh Mycroft

Commissioning & Grants Assistant – Police and Crime Commissioner



Protecting Communities,
Fighting Crime

Office of the Police and Crime Commissioner for Derbyshire

Tel: xxxxxxxxxxxxxx

Email: xxxxxxxxxxxxxxxxx

Web: <http://www.derbyshire-pcc.gov.uk>

Address: Police and Crime Commissioner for Derbyshire, Butterley Hall, Ripley, Derbyshire, DE5 3RS

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From: Cllr M Barton <cllrmbarton@chapelpc.org>
Sent: 17 February 2022 15:52
To: xxxxxxx@derbyshire.police.uk>
Subject: Re: Update

Hi Joshua,

I now have plans from Electricity North West as to where they have laid their power cables under park. I will keep you updated. It is like a boating lake today rather than a green park so not a good month to be doing electrical works!

Kind regards,

Michael

From: xxxxxxx@derbyshire.police.uk>
Sent: 17 February 2022 15:45
To: Cllr M Barton <cllrmbarton@chapelpc.org>
Cc: Sue Stockdale <clerk@chapelpc.org>
Subject: RE: Update

Dear Michael,

I hope you are well,

Thank you for the update on your project.

Are you able to provide me with a further update when planning permission is accepted and work is planned.

Kind Regards,

Josh

From: Cllr M Barton <cllrmbarton@chapelpc.org>
Sent: 14 February 2022 13:30
To: xxxxxxx@derbyshire.police.uk>
Cc: Sue Stockdale <clerk@chapelpc.org>
Subject: Update

Dear Joshua,
Chapel-en-le-Frith Parish Council ASB Grant from the Derbyshire Police & Crime Commissioner

I considered it appropriate to let you know the progress of the CCTV project in Chapel-en-le-Frith War Memorial Park.

I had a delay getting qualified contractors out to the park and give me advice of what was and was not practical. I have now done this and drafted a specification. We have also gained

Michael

From: parish@sizeland.net <parish@sizeland.net>
Sent: 30 January 2023 18:17
To: xxxxxxxxxxx@derbyshire.police.uk>
Subject: RE: Decision.pdf

Hello Joshua

I am your new contact.

We have now got more quotes but there is an anomaly where some have included groundworks and some haven't. It is looking that to get best value for the taxpayer we will need separate groundwork quotes and we are pursuing.

I am sorry for the delay. If there is any problem please let me know immediately as this CCTV installation is extremely important to us and is a priority. We would not under any circumstances want to lose the grant funding. I have included my mobile phone number below just in case you need it.

Kind regards

Cllr Chris Sizeland
Tel: xxxxxxxxxxxxxxx

From: Cllr M Barton <cllrmbarton@chapelpc.org>
Sent: 08 September 2022 16:41
To: xxxxxxxx@derbyshire.police.uk>
Cc: xxxxxxxx@derbyshire.police.uk>; Chris Sizeland <parish@sizeland.net>
Subject: Re: ASB Grant Funding Follow Up

Hello Stephen,

Thank you for contacting me.

I have been updating Josh Mycroft regularly on the CCTV project progress. Unfortunately, we are still awaiting a decision from High Peak Borough Council planning department. It will not be installed by the date the P&CC is visiting the High Peak.

The good news I received today via High Peak Borough Councillor, Kath Sizeland, who I asked to chase up the planning application progress, is that the Director responsible for planning in High Peak has informed her that the planning application is to be fast tracked. However, it will still not be installed in your timeframe because it will then need putting out to tender, assuming it is not called in and needs committee approval.

I have copied Josh in, so he is aware of the latest update. I have also copied in Cllr Chris Sizeland who is taking over the lead on the CCTV project from me, which I hope is now nearly over the finishing line.

Kind regards,

Michael

Michael Barton
Vice Chairman
Chapel-en-le-Frith Parish Council

From: xxxxxxxx@derbyshire.police.uk>
Sent: 08 September 2022 10:36
To: Cllr M Barton <cllrmbarton@chapelpc.org>
Subject: ASB Grant Funding Follow Up

Good morning Cllr Barton,

I hope you're well?

Has there been any progress on the installation of a CCTV system in Chapel-en-le-Frith War Memorial park?

The Commissioner is in the High Peak area on Thursday 29th September, and it would be great to see any improvements first hand.

Kind regards,

Stephen

Stephen Powell
Communications & Engagement Manager



Office of the Derbyshire Police and Crime Commissioner
Email: xxxxxxxxxxxxxxxxxxxx
Web: <http://www.derbyshire-pcc.gov.uk>
Address: Force HQ, Butterley Hall, Ripley DE5 3RS

To keep updated about the work of the Commissioner, please sign up to Derbyshire Alert by clicking on the following link – www.derbyshirealert.co.uk .

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From: Cllr M Barton <cllrmbarton@chapelpc.org>

Sent: 30 August 2022 18:02

To: xxxxxxxx@derbyshire.police.uk>

Cc: Chris Sizeland <parish@sizeland.net>; Sizeland, Kathleen (CLLR)

<Kathleen.Sizeland@highpeak.gov.uk>; Young, Stewart (CLLR) <Stewart.Young@highpeak.gov.uk>

Subject: Re: CCTV

Hi Josh,

A further update on our CCTV project.

Our planning application has now closed for public comments and awaiting a decision. This sounds unbelievable but there is a massive backlog on planning applications in High Peak due to a lack of staff!

I have copied this into my High Peak Borough Council colleagues to ask them if they would kindly ask the head of planning if it can be jumped up the queue, given the project is dependent on match funding from the Derbyshire Police & Crime Commissioner before the offer is timed out. And that would not make good press.

Also, I am passing on this project to my fellow Parish Councillor, Chris Sizeland, so I have copied him into this too and will ask him to keep you updated every month or so until we have planning consent.

Kind Regards,

Michael

Michael Barton

Vice Chairman

Chapel en le Frith Parish Council

From: xxxxxxxx@derbyshire.police.uk>
Sent: 07 June 2022 13:59
To: Cllr M Barton <cllrmbarton@chapelpc.org>
Subject: RE: CCTV

Hi Micheal,

Thank you for the update on your project.

Kind Regards,

Josh

From: Cllr M Barton <cllrmbarton@chapelpc.org>
Sent: 01 June 2022 12:58
To: xxxxxxxx@derbyshire.police.uk>
Subject: Fw: CCTV

Hi Josh,

After having our planning application returned by High Peak Borough Council for the CCTV camera pole, we used a local planning expert to assist us submitting the application.

That has now been submitted and I hope to further update you soon that it has passed and we can put out the installation to tender.

XXXXXXXXXXXXXXXXXXXXXXXXXXXX

Kind regards,

Michael

Michael Barton
Vice Chairman
Chapel-en-le-Frith Parish Council

From: Sue Stockdale <clerk@chapelpc.org>
Sent: 01 June 2022 08:57
To: Cllr M Barton <cllrmbarton@chapelpc.org>
Subject: FW: CCTV

For information if you want to update Josh

Sue

From: info@plansanddesign.co.uk [<mailto:info@plansanddesign.co.uk>]
Sent: 31 May 2022 15:58
To: Sue Stockdale <clerk@chapelpc.org>
Subject: RE: CCTV

Hi Sue,

I can confirm that the planning application has now been submitted to the council and I attach my invoice.

I will keep you updated as and when I hear back from Planning.

Thanks

XXXXXXX



XXXXXXXX

Email: info@plansanddesign.co.uk
18 Eccles Road, Chapel en le Frith,
High Peak, SK23 9RG
www.plansanddesign.co.uk

From: Sue Stockdale <clerk@chapelpc.org>
Sent: 26 May 2022 14:31
To: info@plansanddesign.co.uk
Subject: RE: CCTV

Thanks

Sue

From: info@plansanddesign.co.uk [<mailto:info@plansanddesign.co.uk>]
Sent: 26 May 2022 14:26
To: Sue Stockdale <clerk@chapelpc.org>
Subject: RE: CCTV

Hi Sue,

I needed confirmation on the height of the column to firstly establish if planning permission was required. As it is over 4m in height then planning permission is necessary.

I will submit the planning application based on the information you supplied me with.

If you are to then install a different model then theoretically you would need to apply for a non-material amendment to the original consent, which is a less costly and timely process.

Tomorrow, I expect to send you the planning documents for your consideration before submission.

Many thanks

xxxxxxx

From: Sue Stockdale <clerk@chapelpc.org>

Sent: 25 May 2022 08:29

To: info@plansanddesign.co.uk

Subject: FW: CCTV

Hi xxxxxx

Michael has asked me to pass this email onto you. My thought was that the Planning Permission would be given on the column that we specified??

Sue

From: Michael Barton

Sent: 24 May 2022 17:05

To: Sue Stockdale <clerk@chapelpc.org>

Subject: Re: CCTV

Hi Sue,

This email from xxxxxxxxx at 1st Alarm was sent to my home email address. That is why I could not find it and also had problems accessing council emails that I told you about.

Please can you pass onto xxxxxxxx? For the reason I discussed recently. Namely, the model sent to us from ESI, the other contractor, and this model are very similar. A column is a column. I want one where the cameras can be winched down for servicing by a mechanism so that we do not need a cherry picker to get up there. Models are changing all the time and supply issues are a real problem.

This needs to get passed by planning without too much pettiness over model number or maker before the police and crime commissioner cancels funding.

Kind regards,

Michael

On Tue, 17 May 2022 at 09:32, Michael Barton <bartonm58@gmail.com> wrote:

----- Forwarded message -----

From: <xxxxxx@1stalarmsecurity.co.uk>

Date: Tue, 17 May 2022, 09:23

Subject: CCTV

To: <Michael Barton

Please see attached datasheet I Would recommend at least a 6m as this is less likely to be vandalised with the high-security door.

xxxxxx

xxxxxx

1st Alarm Security Limited

T: [xxxxxxxxxxxxxxxx](tel:xxxxxxxxxxxxxxxx)

E: xxxxxxxxxxxxxxxx

W: www.1stalarmsecurity.co.uk

1st Alarm Security Limited is registered and situated in England and Wales with registered number [8695611](#).

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From: Cllr M Barton <cllrmbarton@chapelpc.org>

Sent: 19 April 2022 12:00

To: xxxxxxxxxxxxxxxx@derbyshire.police.uk

Subject: Fw: Receipt of application Applicant - App ref HPK/2022/0180

Hi Josh,

A quick update to let you know the planning application for a CCTV column in Chapel-en-le-Frith Memorial Park has now been received by High Peak Borough Council.

I will keep you informed of progress.

Kind regards,

Michael Barton

From: Sue Stockdale <clerk@chapelpc.org>
Sent: 19 April 2022 08:50
To: Cllr M Barton <cllrmbarton@chapelpc.org>
Subject: FW: Receipt of application Applicant - App ref HPK/2022/0180

We are in the system now with the planning application!

Sue

-----Original Message-----

From: Planning (HPBC) [<mailto:planning@highpeak.gov.uk>]
Sent: 14 April 2022 15:04
To: Sue Stockdale <clerk@chapelpc.org>
Subject: Receipt of application Applicant - App ref HPK/2022/0180

Please find attached document (ATTACHED AS PART OF THIS FOI)

Do you really need to print out this Email? Be green - keep it on the screen.

This email is intended for the addressee(s) only and may contain sensitive, privileged or confidential information that could be protectively marked. If you are not the addressee please do not use the information in any way. If you have received this email in error please notify the sender immediately and delete it from your system. Thank you.

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From: Cllr M Barton <cllrmbarton@chapelpc.org>
Sent: 13 December 2021 12:48
To: xxxxxxxxxxxxxxxx@derbyshire.police.uk>; Sue Stockdale <clerk@chapelpc.org>

Subject: Re: Grant Form
Sensitivity: Confidential
Hi Josh,

I hope you are doing well too with all this worry about the next Covid wave.

As you have gathered, we have spent nothing yet. We were awaiting a positive decision which we now have. I am going to seek advice on GDPR and then sort out a tender process. As soon as possible I will be in touch to update you on progress.

Kind regards,

Michael

From: xxxxxxxxxxxxxxxxxxxx@derbyshire.police.uk
Sent: 13 December 2021 11:31
To: Sue Stockdale <clerk@chapelpc.org>
Cc: Cllr M Barton <cllrmbarton@chapelpc.org>
Subject: RE: Grant Form

Good Morning,

I hope you are well,

Thank you for submitting your grant agreement.

To release the first payment the OPCC will need to receive a copy of the invoices for your project so that we can pay you against these invoices.

If you have any questions please let me know.

Kind Regards,

Josh

From: Sue Stockdale <clerk@chapelpc.org>
Sent: 08 December 2021 10:50
To: xxxxxxxxxxxxxxxxxxxx@derbyshire.police.uk
Cc: Cllr M Barton <cllrmbarton@chapelpc.org>
Subject: Grant Form
Sensitivity: Confidential

Hello Josh

I have attached a copy of the signed the grant form as requested.

Cllr Michael Barton has tried to speak to you this morning about completing App 1. Unfortunately the phone went through to an answerphone which did not allow for a message to be left. At this stage we do not have enough information to be able to complete this section.

I would be grateful if you could confirm that we can submit the additional information at a later date?

Mrs S Stockdale
Clerk of the Council
Town Hall
Market Street
Chapel-en-le-Frith
High Peak
SK23 0HP
01298 813320

www.chapelpc.org

I do not work full time and therefore may not always be able to respond to emails on the same day. If your enquiry is urgent please leave a message on the Councils answerphone – 01298 813320
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From: Cllr M Barton <cllrmbarton@chapelpc.org>

Sent: 11 November 2021 19:16

To: xxxxxxxxxxxxxxxx@derbyshire.police.uk

Subject: Fw: ASB Fund - Documents

Wrong Josh!

From: Cllr M Barton <cllrmbarton@chapelpc.org>

Sent: 27 October 2021 14:44

To: xxxxxxxxxxxxxxxx@derbyshire.police.uk

Cc: Sue Stockdale <clerk@chapelpc.org>

Subject: Fw: ASB Fund - Documents

Dear Josh,

Thank you for your email and I attach the information you have requested.

We have made no expenditure of the CCTV project as it was/is all dependent on getting a grant and match-funding it. I have had discussions with contractors and some of our amenities committee members and Parish Clerk have too around CCTV.

Our next step is to draw up a specification and put the proposed works out to tender and that will be discussed at the next full council meeting.

Kind regards,

Michael

Cllr. Michael Barton
on behalf of Chapel-en-le-Frith Parish Council

From: Sue Stockdale <clerk@chapelpc.org>
Sent: 27 October 2021 14:05
To: Cllr M Barton <cllrmbarton@chapelpc.org>
Subject: RE: ASB Fund - Documents

Hopefully the attached is what you need. ([Attachment is included in this FOI response](#)).
Sue

From: Cllr M Barton
Sent: 27 October 2021 13:00
To: Sue Stockdale <clerk@chapelpc.org>
Subject: Fw: ASB Fund - Documents

Dear Sue,

Please can you send me the following before the week is out?

a copy of the latest signed set of accounts

a copy of the safeguarding policy

These are required by the Police & Crime Commissioners Office.

Kind regards,

Michael

From: xxxxxxxxxxxxxxxxxxx@derbyshire.police.uk
Sent: 27 October 2021 09:28

Cc: xxxxxxxxxxxxxxxxxxxx@derbyshire.police.uk

Subject: ASB Fund - Documents

Good Morning,

I hope your well,

Please can I ask you send the following documents to proceed with your successful application:

- A copy of your latest signed set of accounts
- A copy of your Safeguarding policy
- Any invoices you may have for the project (if applicable)

Could you send these documents in by Friday 5th November.

If you have any questions about the previous please let me know.

Kind Regards,

Josh Mycroft

Commissioning & Grants Assistant – Police and Crime Commissioner



Office of the Police and Crime Commissioner for Derbyshire

Tel: xxxxxxxxxxxxxxxxxxxx

Email: xxxxxxxxxxxxxxxxxxxx

Web: <http://www.derbyshire-pcc.gov.uk>

Address: Police and Crime Commissioner for Derbyshire, Butterley Hall, Ripley, Derbyshire, DE5 3RS

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From: xxxxxxxx@shift-together.co.uk>
Sent: 08 November 2021 10:06
To: xxxxxxxxxxxxxxxxxxxx@derbyshire.police.uk
Subject: Re: Shift

Hi Josh

2.30pm is great for me.

I look forward to chatting to you tomorrow.

Thanks

xxxxx
SHIFT - High Peak
xxxxx

On 8 Nov 2021, at 08:31, xxxxxxxxxxxxxxxxxxxx@derbyshire.police.uk > wrote:

Hi xxxx,

I am free at 2:30 on Tuesday 9th November.

Please can you let me know if this is convenient for you.

Kind Regards,

Josh

From: > xxxxxxxx@shift-together.co.uk>
Sent: 05 November 2021 15:43
To: xxxxxxxxxxxxxxxxxxxx@derbyshire.police.uk
Subject: Re: Shift

Hi Josh

Yes, I am available next Tuesday afternoon for a telephone call.
Can you give me a time and I will make sure I have good signal.

xxxxxxxxxx

Thank you

xxxxx

On Fri, 5 Nov 2021 at 15:23, xxxxxxxxxxxxxxxxxxxx@derbyshire.police.uk wrote:

Dear xxxx,

I hope you are well,

Sorry for the delay in responding to your application.

Do you have any time next week for a phone call to discuss some of the aspects of your project?

Kind Regards,

Josh Mycroft

Commissioning & Grants Assistant – Police and Crime Commissioner

<image001.jpg>

Office of the Police and Crime Commissioner for Derbyshire

Tel: xxxxxxxxxx

Email: xxxxxxxxxxx

Web: <http://www.derbyshire-pcc.gov.uk>

Address: Police and Crime Commissioner for Derbyshire, Butterley Hall, Ripley, Derbyshire, DE5 3RS

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--

xxxxxx

t: xxxxxxxxxxxxxx

e: xxxxxxxxxxxxxx

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From: xxxxxxxx@shift-together.co.uk>
Sent: 09 November 2021 15:19
To: xxxxxxxxxxxxxxxxxxxx@derbyshire.police.uk
Subject: RE: Shift

Hi Josh

Thank you for your time this afternoon.

Please find attached the report's for the community listening that we did over the summer. The green spaces has the supporting evidence that we discussed and it also covers the other parks within the parish, The colour report is where the activity took place and is where the focus of the work will take place, starting to implement some of the recommendations from the report which have now been agreed by the Parish Council.

Shift will be doing the community building work and not recruiting externally, it will be building on what has already been achieved this summer.

www.shift-together.co.uk

Funding for community building roles has been have previously been funded through Sport England, High Peak Borough Council and Derbyshire County Council.

The projects are (and still are) Fairfield (Buxton) where we work using as asset based community development approach (ABCD) with an aim to enabling citizens within the community to live more active and healthy lives. Working with ROFA who have the PCC vulnerability grant to support the community around new projects and support their volunteers. This was started off though active for life and continues through place based working.

Chapel Parish Council funded the community listening work directly and we hope to continue working further with them now the report has been agreed.

All the work would be based on creating sustainable groups of volunteers and young volunteers. The more energy and activity we can create together the ASB will naturally decrease.

I have secured some funding for litter picking and leisure centre vouchers as a thank you so we could organise our first clean up as soon as this arrives.

If you need any further information, please let me know and I will send it over straight away.

Thanks

xxxx

From: xxxxxxxxxxxxxxxxxxxx@derbyshire.police.uk
Sent: 08 November 2021 08:32
To: xxxxxxxx@shift-together.co.uk>
Subject: RE: Shift

Hi xxxx,

I am free at 2:30 on Tuesday 9th November.

Please can you let me know if this is convenient for you.

Kind Regards,

Josh

From: xxxxxxxxxxxx@shift-together.co.uk>
Sent: 15 February 2023 20:36
To: xxxxxxxxxxxx@derbyshire.police.uk>
Subject: Shift - grant payment

Hi Josh

I hope you are well.

Please could you let me know if the forms I sent through were sufficient and if so, when we are likely to receive the final part of the payment of the grant.

Best wishes

Xxxxxxxxxxxxxx
xxxxxxxxxx

Email: xxxxxxx@shift-together.co.uk
Twitter: xxxxxxxxxxxx



Shift is the brand name of Community Sports Trust, a community interest company registered in England and Wales

From: xxxxxxxxxx@shift-together.co.uk>
Sent: 01 February 2023 11:05
To: xxxxxxxxxxxxxx@derbyshire.police.uk>
Subject: Signed Grant Agreement - Shift

Hi Josh

Please find attached the signed agreement as discussed.
Do let me know if you need any further information or you have any questions.

I understand that you received the monitoring report from Emma Beswick in December.

Kind regards

Xxxxxxx
xxxxxxxxxx

Email: xxxxxxx@shift-together.co.uk
Twitter: xxxxxxxxxxx



From: xxxxxxxxxxxxxx@shift-together.co.uk>
Sent: 13 January 2023 09:35
To: xxxxxxxxxxxxxxxxxxxxxx@derbyshire.police.uk>
Subject: Re: Grant Final Payment - Shift

Hi Josh

Thank you, I think xxxxxxxxxxxxxx sent over the monitoring document to you in December but I can find it and resend if you don't have it.

I'll try and get an electronic copy to you today.

Best wishes

XXXXXXXXXX

On Fri, Jan 13, 2023 at 9:01 AM XXXXXXXXXXXXXXX@derbyshire.police.uk> > wrote:

Hi XXXX

In terms of printed or electronically whichever is easier for you.

To release the final payment we would also need the monitoring document which we sent over with the grant agreement.

Please let me know if you need me to resend them.

Kind Regards,

Josh

From: XXXXXXXXXXX@shift-together.co.uk>
Sent: 13 January 2023 08:48
To: XXXXXXXXXXXXXXX@derbyshire.police.uk>
Subject: Grant Final Payment - Shift

Hi Josh

I am about to sign the form to release the final payment of our grant but just wanted to check if there is anything else you need from us?

Do you need the form electronically or a printed copy?

Best wishes

XXXXXX

XXXXXXXXXXXX

XXXXXXXXXXXX

Email: XXXXXXXX@shift-together.co.uk

XXXXXXXXXXXX



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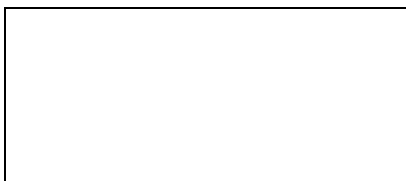
--

XXXXXXXXXXXX

Telephone: XXXXXXXXXXXX

Email: XXXX@shift-together.co.uk

XXXXXXXXXXXX



From: xxxxx@shift-together.co.uk>
Sent: 13 January 2023 08:48
To: xxxxx@derbyshire.police.uk>
Subject: Grant Final Payment - Shift

Hi Josh

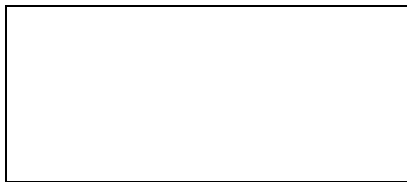
I am about to sign the form to release the final payment of our grant but just wanted to check if there is anything else you need from us?
Do you need the form electronically or a printed copy?

Best wishes

xxxxxx

xxxxxxx

Telephone: xxxxxxxxxxxxxxxx
Email: xxxxxxxxxx@shift-together.co.uk
xxxxxxxxxxxxxxxx



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From: xxxxxxxxxxxxx@shift-together.co.uk>
Sent: 23 December 2022 19:44
To: xxxxxxxxxxxxxxxxxxx@derbyshire.police.uk>
Cc: xxxxxxxxxxxxxxxxxxx@shift-together.co.uk>
Subject: Final documents to release the grant payment - Chapel Community together

Hi Josh

I have copied Andrea in and she will send through the final form to release the last PCC funding.

I have sent the monitoring and all other information required.

Thank you

xxxxxx

Shift - High Peak

--

XXXXXXXXXXXXXXXX

t: XXXXXXXXXXXX

e: XXXXXXXX@shift-together.co.uk

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From:XXXXXXXXXXXX@shift-together.co.uk>

Sent: 23 November 2022 15:40

To:XXXXXXXXXXXXXXXX@derbyshire.police.uk>

Subject: Re: Grant Agreement

I have it! I will do that now.

XXXXXX

On Wed, 23 Nov 2022 at 15:18, :XXXXXXXXXXXX@shift-together.co.uk>> wrote:

Hi

The project is ending now yes, can you please advise where you find annex A?

Thanks

XXXXX

On Wed, 23 Nov 2022 at 15:11, XXXXXXXXXXXXXXX@derbyshire.police.uk wrote:

Hi XXXX,

Thank you returning your monitoring documentation.

We do also require a completed Annex A of yourselves to release the last 50% of funding. This can be found in

Could you confirm to me if your project is now also completed?

Kind Regards,

Josh Mycroft

Commissioning & Grants Assistant – Police and Crime Commissioner



Office of the Police and Crime Commissioner for Derbyshire

Work Mobile: [xxxxxxxxxxxx](tel:xxxxxxxxxxxx)

Tel: [xxxxxxxxxxxxxxxxxxxxxxxxxxxx](tel:xxxxxxxxxxxxxxxxxxxxxxxxxxxx)

Email: xxxxxxxxxxxxxxxxxxxxxxxxxxxx

Web: <http://www.derbyshire-pcc.gov.uk>

Address: Police and Crime Commissioner for Derbyshire, Butterley Hall, Ripley, Derbyshire, DE5 3RS

From: > xxxxxxxxxxxx@derbyshire.police.uk

Sent: 23 November 2022 14:11

To: xxxxxxxxxxxx@shift-together.co.uk

Subject: Re: Grant Agreement

Hi **xxxxxxx**,

Please find attached the completed reporting documentation, is this what you need?

Do you need anything further from me?

Thanks

xxxx

On Mon, 6 Dec 2021 at 10:04, **xxxxxxxxxxxxxxxxx@derbyshire.police.uk** wrote:

Good Morning,

See attached the following documents:

- Grant Agreement
- Mid-Term and End-term Reporting (Word & Excel Document)

Within your agreement the following pages will highlight important information pertaining to your project:

- Page 4 - The key deliverables of your project.
- Page 5-6 - Payment and reporting timetable.

Please may I ask for you review, sign and return the Grant Agreement via email by Tuesday 14th December.

Kind Regards,

Josh Mycroft

Commissioning & Grants Assistant – Police and Crime Commissioner



Office of the Police and Crime Commissioner for Derbyshire

Tel: [xxxxxxxxxxxxxx](tel:xxxxxxxxxxxxxx)

Email: xxxxxxxxxxxxxxxxxxxxxx

Web: <http://www.derbyshire-pcc.gov.uk>

Address: Police and Crime Commissioner for Derbyshire, Butterley Hall, Ripley, Derbyshire, DE5 3RS

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[xxxxxxxxxxxxxx](tel:xxxxxxxxxxxxxx)

t: xxxxxxxxxxxx

e: xxxxxxxxxxxx



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From: xxxxxxxxxxxx@shift-together.co.uk>

Sent: 23 November 2022 14:11

To: xxxxxxxxxxxx@derbyshire.police.uk>

Subject: Re: Grant Agreement

Hi Joshua

Please find attached the completed reporting documentation, is this what you need?

Do you need anything further from me?

Thanks

xxxx

On Mon, 6 Dec 2021 at 10:04, xxxxxxxxxxxx@derbyshire.police.uk>wrote:

Good Morning,

See attached the following documents:

- Grant Agreement
- Mid-Term and End-term Reporting (Word & Excel Document)

Within your agreement the following pages will highlight important information pertaining to your project:

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Please may I ask for you review, sign and return the Grant Agreement via email by Tuesday 14th December.

Kind Regards,

Josh Mycroft

Commissioning & Grants Assistant – Police and Crime Commissioner



Office of the Police and Crime Commissioner for Derbyshire

Tel: [xxxxxxxxxxxxxxxxxxxx](tel:xxxxxxxxxxxxxxxxxxxx)

Email: xxxxxxxxxxxxxxxxxxxx

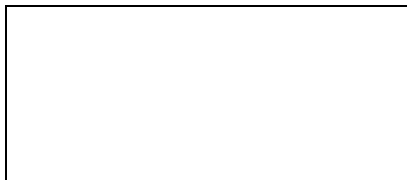
Web: <http://www.derbyshire-pcc.gov.uk>

Address: Police and Crime Commissioner for Derbyshire, Butterley Hall, Ripley, Derbyshire, DE5 3RS

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XXXXXXXXXXXXXXXXXXXXX
t: XXXXXXXXXXXXXXXX
e: XXXXXXXXXXXXXXXX



From: XXXXXXXXXXXXXXX@shift-together.co.uk>
Sent: 20 December 2021 14:35
To: XXXXXXXXXXXXXXX@shift-together.co.uk>; XXXXXXXXXXXXXXX@derbyshire.police.uk>
Subject: Re: Agreement and clarification

Its Josh not John!!

Sorry Josh!!! 🙊

On Mon, 20 Dec 2021 at 13:08, XXXXXXXXXXXXXXX@shift-together.co.uk> wrote:

Hi XXXXX

I have just spoken to John (included) about the signed agreement we have with them. Please could you confirm that it has been sent or attach it if we have a scanned copy in reply to this email.

Also, your name has come up attached to Active Derbyshire and he would appreciate clarification of the connection between both organisations.

I hope that is ok!

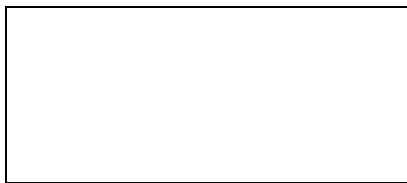
Enjoy the festive break.

--

XXXXXXXXXXXXXXXXXX

t: XXXXXXXXXXXXX

e: XXXXXXXXXXXXX



From: XXXXXXXXXXXX@shift-together.co.uk>

Sent: 06 December 2021 14:41

To: XXXXXXXXXXXX@derbyshire.police.uk>

Subject: Re: Grant Agreement

Hi Josh

This is great news!! thank you!!

Please find attached the copies of our safeguarding policy and signed accounts as requested.

I have sent the grant agreement through to CEO and she will fill in the bank details and send it to you in the post this week. I could ask for a scanned copy if you would prefer that?

Thank you again for the grant!! It is much appreciated.

XXXXX

On Mon, 6 Dec 2021 at 10:04, XXXXXXXXXXXX@derbyshire.police.uk>wrote:

Good Morning,

See attached the following documents:

- Grant Agreement
- Mid-Term and End-term Reporting (Word & Excel Document)

Within your agreement the following pages will highlight important information pertaining to your project:

- Page 4 - The key deliverables of your project.
- Page 5-6 - Payment and reporting timetable.

Please may I ask for you review, sign and return the Grant Agreement via email by Tuesday 14th December.

Kind Regards,

Josh Mycroft

Commissioning & Grants Assistant – Police and Crime Commissioner



Office of the Police and Crime Commissioner for Derbyshire

Tel: [xxxxxxxxxx](tel:xxxxxxxxxx)

Email: xxxxxxxxxxxxxxxxxxxxxx

Web: <http://www.derbyshire-pcc.gov.uk>

Address: Police and Crime Commissioner for Derbyshire, Butterley Hall, Ripley, Derbyshire, DE5 3RS

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performance and appropriate business usage. Derbyshire Constabulary's privacy notice can be viewed [Here](#).

From: xxxxxxx@shift-together.co.uk
Sent: 09 November 2021 15:45
To: xxxxxxxxxxx@derbyshire.police.uk>
Subject: RE: Shift

Hi Josh

Did I send everything you needed or shall I send over anything else?

Thanks

Xxxx

From: xxxxxxxxxxx@shift-together.co.uk>
Sent: 16 November 2021 15:22
To: xxxxxxxxxxx@derbyshire.police.uk>
Subject: Shift bid supporting information

Hi Josh

Please find attached a copy of the postcards we used to gather people thoughts that built up the content of the reports that I sent to you. ([Attachment is included in this FOI response](#)).

As you can see, we did it using really open questions so that the people from the community were able to use their own words to form their answers that mattered to them.

I also have lots who filled in the yellow box and gave their details which would form the start of the work.

Thanks

Xxxx

From: xxxxxxx@shift-together.co.uk
Sent: 09 November 2021 15:19
To: xxxxxxx@derbyshire.police.uk>
Subject: RE: Shift

Hi Josh

Thank you for your time this afternoon.

Please find attached the report's for the community listening that we did over the summer. The green spaces has the supporting evidence that we discussed and it also covers the other parks within the parish, The colour report is where the activity took place and is where the focus of the work will take place, starting to implement some of the recommendations from the report which have now been agreed by the Parish Council.

Shift will be doing the community building work and not recruiting externally, it will be building on what has already been achieved this summer.

www.shift-together.co.uk

Funding for community building roles has been have previously been funded through Sport England, High Peak Borough Council and Derbyshire County Council.

The projects are (and still are) Fairfield (Buxton) where we work using as asset based community development approach (ABCD) with an aim to enabling citizens within the community to live more active and healthy lives. Working with ROFA who have the PCC vulnerability grant to support the community around new projects and support their volunteers. This was started off though active for life and continues through place based working.

Chapel Parish Council funded the community listening work directly and we hope to continue working further with them now the report has been agreed.

All the work would be based on creating sustainable groups of volunteers and young volunteers. The more energy and activity we can create together the ASB will naturally decrease.

I have secured some funding for litter picking and leisure centre vouchers as a thank you so we could organise our first clean up as soon as this arrives.

If you need ant further information, please let me know and I will send it over straight away.

Thanks

XXXX

From: xxxxxxxxxxxx@shift-together.co.uk>

Sent: 08 November 2021 10:06

To: xxxxxxxxxxxx@derbyshire.police.uk>

Subject: Re: Shift

Hi Josh

2.30pm is great for me.

I look forward to chatting to you tomorrow.

Thanks

Xxxxxxxxxxx

Xxxxxxxxx

Xxxxxxxxx



GRANT AGREEMENT

POLICE AND CRIME COMMISSIONER FOR DERBYSHIRE

And

SHIFT

AGREEMENT FOR

COMMISSIONER'S GRANT

FOR

Period of grant December 1, 2021 to November 30, 2022

**Office of the Police and Crime Commissioner for Derbyshire
Butterley Hall
Ripley
Derbyshire
DE5 3RS**

SCHEDULE 1 – THE PROJECT

To commission services, part fund officers, and award grants from the
COMMISSIONER'S GRANT.

Purpose (aims and objectives) of the funding

Section 143 of the Anti-social Behaviour, Crime and Policing Act 2014 provides the Commissioner with powers to award crime and disorder reduction grants.

The **COMMISSIONER'S GRANT** can be used to commission services to help victims or witnesses of, or other persons affected by, offences and anti-social behaviour.

The Recipient may use the **COMMISSIONER'S GRANT** for match-funding projects at the local level, or to lever funding from other local funding streams through match funding for local innovative and dynamic projects.

The project will help to support the Commissioner's Police and Crime Plan:- keeping the most vulnerable in our communities safe from crime and harm and supporting those who are a victim of crime, strong and effective partnership working, tackling the impact of drugs and alcohol on communities, supporting those with mental health issues including those with learning difficulties who come into contact with the Criminal Justice System, working with young people, understanding the needs of young victims and offenders and preventing them from becoming involved in criminal activities.

Key deliverables:

- To act on, and coordinate, the response to a recent community listening exercise in Chapel-en-le-Frith to find out what matters to residents in their parks and open spaces.
- To take forward suggestions from the community on how to make the community a safer place for everyone. This to include the coordination of activities to be undertaken by community volunteers and to make this sustainable
- To bring together a network of partners and coordinate partnership activities which will support the community in a way that is valuable to them.

- All Projects must actively acknowledge the support of the PCC for Derbyshire in all publicity, including, where they have them, on their website and other social media platforms.
- The Organisation agrees to support The Commissioner’s commitment to diversity and, where appropriate, to assist The Commissioner with his commitment in his Police and Crime Plan to develop a policing family that is more representative of the diverse communities within his commission area.
- Where appropriate, the Organisation agrees to help publicise the Derbyshire CORE Victims Services website. <http://www.core-derbyshire.com/>
- Where appropriate, the Organisation agrees to assist The Commissioner in discharging his duty to engage with all communities within his commission area.
- The Organisation acknowledges that this grant is for a 12 Months period only and involves no ongoing commitment by The Commissioner to fund the Organisation in future years.
- “There are specific responsibilities on the owners of CCTV systems to comply with privacy and data protection requirements. It is the sole responsibility of the grant recipient to ensure that they comply with any relevant legislation or Codes of Practice pertaining to the capture and the management of any collected data through these systems. The Police & Crime Commissioner, and their Office takes no responsibility for this through the provision of the grant awarded.”
- The links below may support you to find the relevant legislation and requirements:
 - <https://www.gov.uk/government/organisations/surveillance-camera-commissioner>
 - <https://ico.org.uk/for-organisations/sme-web-hub/whats-new/blogs/installing-cctv-things-you-need-to-do-first/>

Please ensure that Annex A Payment Request Forms are signed off by your Chief Finance Officer.

In order for payment to be made the recipient must return the signed copy of the grant agreement, ensuring that their bank account details have been provided. In addition to this information we require the following documents to be sent along with the completed and signed agreement:

- A copy of your latest full set of accounts
- A copy of your policy for Safeguarding Children and Young People and/or Adults
- Copy invoices of purchases made

**Where available, baseline data for the project must be established and made available to the OPCC

Monitoring of progress will be done through:

- Receipt of a summary of activity and progress undertaken at six months
- The recipient must also submit at the project end monitoring information comprising the following documents:
 - Annex A(ii)
 - Detailed financial monitoring information to support Annex A(ii)
 - Project report for the whole 12 Months month period, against key deliverables (including baselines for quantifiable deliverables)

Please be advised that payment of funds will not be made until the above documents have been received and verified by the Office of the Police and Crime Commissioner. It is the responsibility of the grant recipient to submit any reports or payment request forms, where applicable.

External assurance

This grant should be audited as part of the recipients annual audit programme. The scope of the audit should be to ensure that the funds have been consumed as recorded under Annex A, and in accordance with the terms and conditions of the grant agreement.

SCHEDULE 2 – PAYMENT AND REPORT TIMETABLE

Report Timetable

Period: From December 1, 2021 to November 30, 2022		Report due by	Requirements
		No report for Payment 1	<ul style="list-style-type: none"> • Signed grant agreement and baseline data for the project • A copy of your latest full set of accounts • A copy of your policy for Safeguarding Children and Young People and/or Adults
December 1, 2021	May 31, 2022	June 14, 2022	<ul style="list-style-type: none"> • Annex A(i) • Mid-Term progress report <ul style="list-style-type: none"> • Financial monitoring report for first 6 months
June 1, 2022	November 30, 2022	April 14, 2022	<ul style="list-style-type: none"> • Annex A(ii) • End-Term project report • Financial monitoring report for 12 Months

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Payment Timetable

Payment Reference	Period to cover: From December 1, 2021 to November 30, 2022	Payment date*

1	December 1, 2021	May 31, 2022	50% on return of signed copy of grant agreement and baseline data for the project A copy of your latest full set of accounts A copy of your policy for Safeguarding Children and Young People and/or Adults
2	June 1, 2022	November 30, 2022	50% by June 14, 2022 subject to a satisfactory six month project report and expenditure report

*Subject to Clause 5.

1.1 This agreement (the “Grant Agreement”) consists of 23 Clauses, 2 Schedules and 2 Annexes. It is supplementary to the Grant Letter (as defined below) and replaces any previously agreed grant terms and conditions for any **COMMISSIONER’S GRANT**

1.2 In this Grant Agreement:

The “**Commissioner**” means the Police and Crime Commissioner for Derbyshire acting through Section 143 of the Anti-social Behaviour, Crime and Policing Act 2014.

“**Data Protection Legislation**” means

(a) The Data Protection Act 1998, the Privacy and Electronic Communications (EC Directive) Regulations 2003, the Law Enforcement Directive (EU Directive 2016/680) and any Law implementing the Data Protection Directive 95/46/EC of 24 October 1995 or the Privacy and Electronic Communications Directive 2002/58/EC of 12 July 2002; and/or

(b) The General Data Protection Regulation (EU) 2016/679 and/or any corresponding or equivalent national Law; and/or

(c) Any other applicable Law relating to the Processing, privacy and use of Personal Data; “**Data Subject**”, “**Controller**”, “**Processor**”, “**Personal Data**” and “**Processing**” have the meaning given to them in the Data Protection Legislation;

“**FOIA**” means the Freedom of Information Act 2000;

The “**Funding Period**” means the period from **December 1, 2021 to November 30, 2022**

The “**Grant**” means the grant payable by the Commissioner to the Recipient under the terms of this Grant Agreement, the amount of which (the “**Grant Amount**”) shall be up to the figure of **£5,000.00**

The “**Grant Letter**” means the letter dated **October 2021** from the Commissioner to the Recipient which sets out supplementary information in relation to the Grant.

The “**Purpose**” means that detailed in Schedule 1.

The “**Recipient**” means **SHIFT** herewith referred to as the “Recipient”.

1.3 References to any statute or subordinate legislation in this Grant Agreement include references to any amendments or replacements to the statute or subordinate legislation that may be enacted from time to time.

2. Grant Offer

2.1 Subject to the Recipient complying with the terms and conditions set out in this Grant Agreement and the Grant Letter, the Commissioner offers to pay the Grant to the Recipient as a contribution towards eligible expenditure.

2.2 The Recipient acknowledges that the Commissioner agrees to fund it only for the amount, the Funding Period and for the Purpose specified in this Grant Agreement and the Grant Letter.

2.3 This Grant is paid to the Recipient in exercise of the power conferred by Section 143 of the Anti-social Behaviour, Crime and Policing Act 2014.

3. Purpose and extent of the Grant

3.1 The Recipient may not use the Grant for any activities other than the Purpose, or as approved in writing by the Commissioner. Further details of the Purpose of the Grant are as defined in Schedule 1 (the "Project").

4. Amount of the Grant

4.1 The Commissioner has agreed funding of **up to** the Grant Amount, subject to compliance by the Recipient with the terms of this Grant Agreement.

5. Timing of the Grant

5.1 Payments will be made in accordance with Schedule 2, to be paid within 21 working days.

5.2 In order for any payment to be released, the Commissioner will require the Recipient to:

5.2.1 have signed and returned a copy of this Grant Agreement to the Commissioner;

5.2.2 have provided the appropriate bank details; and

5.2.3 be in compliance with the terms and conditions of this Grant Agreement.

5.3 The Commissioner reserves the right to withhold all or any payments of the Grant if the Commissioner has reasonably requested information or documentation from the Recipient and this has not been received by the Commissioner in the timescales reasonably required.

5.4 The Commissioner is not permitted to pay the Grant in advance of need. If the Commissioner reasonably believes that payment is being made in advance of need, it may change the timing and/or the amount of any outstanding Grant payments.

6. Eligible expenditure

- 6.1 Eligible expenditure consists of payments by the Recipient for the Purpose. Eligible expenditure is net of VAT recoverable by the Recipient from HM Revenue & Customs and gross of irrecoverable VAT.
- 6.2 The Recipient shall account for the Grant on an accruals basis. This requires the cost of goods or services to be recognised when the goods or services are received, rather than when they are paid for.

7. Managing the Grant

7.1 Each party must notify the other of:

- (a) the nominated person who will act as the party's authorised representative; and
- (b) the contact details of the authorised representative and any deputies.

7.2 The Commissioner requires the Recipient to submit monitoring information, as detailed in Schedule 1. These reports must:

- (a) be in the format set out in an Annex A;
- (b) be signed by The Recipient's Chief Finance Officer;
- (c) contain a detailed breakdown of expenditure for the period outlined in Schedule 2; and
- (d) be accompanied by a progress report for the period.

7.3 The Commissioner may, in addition, ask the Recipient to clarify information provided to it. If so, the Recipient shall comply with any reasonable request.

7.4 The Commissioner may, in addition, ask the Recipient to provide him/her with forecast outturn information for the financial year end. If so, the Recipient shall comply with any reasonable request.

7.5 The Recipient must notify the Commissioner as soon as reasonably practicable that an underspend is forecast. No carry-over of funds will be allowed, except in exceptional circumstances and with prior approval from the Commissioner.

7.6 Any underspend of Grant funds must be returned to the Commissioner.

7.7 If an overpayment of the Grant has been made, the Commissioner will recover the payment.

7.8 The Recipient may not vire funds between this Grant and other grants made to it.

7.9 The Recipient's Chief Finance Officer will ensure that appropriate professional arrangements are put in place for the management of the Grant and the reporting of expenditure. The Recipient's Chief Finance Officer should take all necessary steps to ensure that the Grant is accounted for and monitored separately from the Recipient's other funding streams.

7.10 The Recipient undertakes to complete the work for which the Grant is provided.

The work should be completed within agreed timescales, and the Recipient will report any significant variations to spending on work funded by the Commissioner.

8. Records to be kept

8.1 The Recipient must:

- (a) maintain and operate effective monitoring and financial management systems; and
- (b) keep a record of expenditure funded partly or wholly by the Grant, and retain all accounting records relating to this for a period of at least six years after the end of the Funding Period. Accounting records include: original invoices, receipts, minutes from meetings, accounts, deeds, and any other relevant documentation, whether in writing or electronic form.

8.2 Where the Recipient is working in partnership and its partner(s) wish to retain such documentation, the Recipient should obtain from the partner(s):

- (a) an annual, written statement, signed by the partner's Chief Financial Officer, of how the money was spent; and
- (b) a signed undertaking that the partner will retain such documents for the period prescribed above.

8.3 The funds provided under this Grant Agreement may not be used to purchase capital items.

9. Audit and inspection

9.1 The Recipient, without charge, will permit any officer or officers of the Commissioner, external auditing bodies (i.e. National Audit Office or Audit Commission) or their nominees, to visit its premises and/or inspect any of its activities and/or to examine and take copies of the Recipient's books of account and such other documents or records as in such officers' view may relate to the use of Grant. In addition, examinations may be carried out into the economy, efficiency and effectiveness with which the Grant has been used. The Commissioner shall endeavour, but is not obliged, to provide due notice of his/her intent to conduct an audit.

9.2 The Recipient shall ensure that this Grant falls within the scope of audit as part of the Recipient's annual internal and external audit programme. The external auditor will be expected to sign off an Independent Assurance Statement as part of the scope.

9.3 The value and purpose of this grant shall be identified separately in the Recipient's audited accounts (or the notes thereto).

9.4 The Recipient will send the Commissioner a copy of its audited accounts.

10. Lawful conduct, equal opportunities, use of volunteers and activities funded by the Grant

- 10.1. The Recipient must ensure that all reasonable steps have been taken to ensure that it and anyone acting on its behalf complies with any applicable law for the time being in force (so far as binding on the Recipient).
- 10.2. No aspect of the activity funded by the Commissioner may be party-political in intention, use, or presentation.
- 10.3 The Grant may not be used to support or promote religious activity. This will not include inter faith activity.
- 10.4 All Projects must acknowledge the support of the Commissioner in all publicity.
- 10.5 The provider will not make any public statement via any media which makes negative comment about any partner, or the PCC, without having first attempted to resolve the concern with that partner or by raising the matter with the OPCC.

11. Procurement procedures

- 11.1 The Recipient must secure the best value for money and shall act in a fair, open and non-discriminatory manner in all purchases of goods and services.
- 11.2. If the Recipient follows a single tender procedure it must provide and document a full justification that can be robustly defended and maintain the relevant documentation on file. Such justification may apply in exceptional circumstances, for example where:
 - (a) the requirement can demonstrably be met only by proprietary or specialist equipment; or
 - (b) the requirement can demonstrably be met only by a single available entity with extremely niche skills; or
 - (c) there are simply no alternative sources of supply.

12. Conflict of interest and financial or other irregularities

- 12.1 The Recipient, and employees of the Recipient, shall be careful not to be subject to conflicts of interest.
- 12.2 The Recipient must set up formal procedures to require all such persons to declare any personal or financial interest in any matter concerning the Recipient's activities and to be excluded from any discussion or decision making relating to the matter concerned.
- 12.3 If the Recipient has any grounds for suspecting financial irregularity in the use of any Grant paid under this Grant Agreement, it must notify the Commissioner immediately, explain what steps are being taken to investigate the suspicion, and keep the Commissioner informed about the progress of the investigation.

12.4. For the purposes of Clause 12.3, “financial irregularity” includes fraud or other impropriety, mismanagement, and the use of the Grant for purposes other than those intended by the Commissioner.

13. Breach of Grant Conditions

13.1 If the Recipient fails to comply with **any** of the conditions set out in this Grant Agreement, or if any of the events mentioned in Clause 13.2 occur, then the Commissioner may reduce, suspend, or withhold Grant payments, or require all or any part of the Grant to be repaid. The Recipient must repay any amount required to be repaid under this condition within 30 days of receiving the demand for repayment.

13.2 The events referred to in Clause 13.1 are as follows:

- a) The Recipient purports to transfer or assign any rights, interests or obligations arising under this Grant Agreement without the agreement in advance of the Commissioner;
- b) Any information provided in the application for the Grant (or in a claim for payment) or in any subsequent supporting correspondence is found to be incorrect or incomplete to an extent which the Commissioner considers to be material;
- c) The Recipient takes inadequate measures to investigate and resolve any reported irregularity;
- d) The Recipient changes the nature of its operations to an extent which the Commissioner considers to be significant or prejudicial.

13.3 It is hoped that most difficulties encountered by the Recipient can be overcome with the advice and support of the Commissioner. In the event that it becomes necessary to take steps to enforce the terms and conditions of this Grant Agreement, the Commissioner will write to the Recipient, giving particulars of his/her concern or of any breach of a term or condition of the Grant.

13.4 The Recipient must act within 30 days (or earlier, depending on the severity of the problem) to address the Commissioner's concern or rectify the breach, and may consult the Commissioner or agree with him/her an action plan for resolving the problem. If the Commissioner is not satisfied with steps taken by the Recipient to address his/her concern or rectify the breach, he/she may take steps to withhold or suspend the further payment of Grant, or to recover Grant funds already paid.

13.5 On termination of this Grant Agreement for any reason, the Recipient as soon as reasonably practicable, should return to the Commissioner any assets or property or any unused funds (unless the Commissioner gives his/her written consent to their retention) then in their possession in connection with this Grant Agreement.

14. Insurance coverage

- 14.1. The Recipient shall ensure that it has adequate insurance coverage (including but not limited to public liability insurance) in place, and shall provide evidence of such insurance to the Commissioner on request.
- 14.2. Where the Recipient is a public body and has in place appropriate self insurance arrangements, the Recipient may request, and the Commissioner, acting reasonably, may agree that the provisions of the Clause 14.1 above shall be waived.

15. Indemnity

- 15.1 The Commissioner accepts no liability to the Recipient or to any third party for any costs, claims, damage or losses, however they are incurred, except to the extent that they arise from personal injury or death which is caused by the Commissioners negligence.
- 15.2. The Recipient agrees to indemnify the Commissioner for any costs, claims, damages or losses which arise as a result of negligence by the Recipient or out of any breach by the Recipient of any terms of this Grant Agreement.

16. Intellectual Property Rights

- 16.1 The Recipient shall grant to the Commissioner at no cost an irrevocable, royalty-free perpetual license to use and to sub-license the use of any material created by the Recipient under the terms of this Grant Agreement for such purposes as the Commissioner shall deem appropriate.
- 16.2 The Recipient shall seek approval from the Commissioner prior to using the Commissioners logo when acknowledging the Commissioners financial support of its work.
- 16.3 The Recipient shall acknowledge the Commissioners financial support of its work.

17. Funding Period and Termination

- 17.1. The Commissioner does not commit to renew or continue financial support to the Recipient after the Funding Period.
- 17.2 The Commissioner may terminate this Agreement forthwith by serving a written notice on The Recipient if:
- a) The grant or any part of it is being used for any purpose other than the purpose set out in this Agreement;
 - b) The Recipient has made any false, incorrect or misleading statement in order to obtain this grant or has been involved in any illegal activity or

improper act in its administration;

c) The Recipient has failed to remedy any breach of this Agreement

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within 28 days (or such other period as the Commissioner agrees in writing) of being served with a notice pointing out the breach requiring its rectification.

- 17.3 The Recipient may terminate this Agreement forthwith by serving a notice on the Commissioner in writing if it has made a written request for payment of a sum properly due to it under this Agreement and the Commissioner has failed to make payment of that sum within 28 days of receiving the request.
- 17.4 Notwithstanding Clauses 17.2 and 17.3 above, this Agreement may be terminated by either party giving the other at least three months (or other agreed time period) notice in writing.
- 17.5 With reference to 17.4 above, in the event that either party exercises its right to give notice of termination under this Agreement, the Commissioner will reimburse The Recipient in relation to expenditure reasonably estimated and actually incurred in providing services within the scope of this Agreement up until the effective date of termination. The right to reimbursement can be excluded if termination of the agreement is enacted under the provisions set out in Clause 17.2 above.
- 17.6 Any termination of this Agreement will be without prejudice to any other rights or remedies of the parties under this Agreement or at law and will not affect any accrued rights or liabilities of the parties at the date of termination.

18. Amendments to the Grant Agreement

- 18.1 This Grant Agreement and the Grant Letter set out the entire agreement between the parties. They replace all previous negotiations, agreements, understandings and representations between the parties, whether oral or in writing.
- 18.2 The Commissioner retains the right to make amendments to this Grant Agreement and/or the Grant Letter which shall only be valid if they are in writing and signed by an authorised representative of the Commissioner.

19. Data Protection

- 19.1 The Recipient is the Controller for any Personal Data used for Processing in connection with activities carried out for the Purpose of this agreement. As such, the Recipient shall comply with all of its obligations under "Data Protection Legislation" (as defined in clause 1.2 of this Agreement).
- 19.2 The Recipient shall indemnify the Commissioner on demand against any costs, claims and proceedings and other liabilities (including monetary penalties or regulatory fines) incurred by the Commissioner as a result of the breach of this clause 19 by the Recipient or anyone acting on its behalf in pursuance of the Purpose of this Agreement.

19.3 The Recipient agrees that the Commissioner may hold Personal Data relating to the Recipient and that the Commissioner may process, and disclose that data internally and, so far as is reasonably necessary, externally for the purpose of maintaining compliance with statutory requirements, meeting the

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Commissioner's legitimate interests and complying with this Agreement. The Commissioner shall process any such data in compliance with the Data Protection Legislation.

19.4 The Parties to this agreement agree to take account of any guidance issued by the Information Commissioner's Office. The Commissioner may, on the provision of not less than 30 days' notice to the Recipient, amend this Agreement to ensure compliance with any guidance issued by the Information Commissioner's Office.

20 Freedom of Information and Transparency

20.1 The Recipient acknowledges that the Commissioner is subject to the provisions of the FOIA and agrees to assist and co-operate with the Commissioner (at the Recipient's expense) where necessary to enable the Commissioner to comply with any requests received under the FOIA relating to this Agreement. This includes, but is not limited to, transferring to the Commissioner any request received by the Recipient under the FOIA relating to this Agreement as soon as practicable following receipt and in any event within three working days of receipt.

20.2 In no event shall the Recipient respond to a request under the FOIA relating to this Agreement without obtaining the prior written consent of the Commissioner.

20.3 The Recipient acknowledges that the Commissioner may be obliged to disclose information under the FOIA:

20.3.1 Without consulting the Recipient; or

20.3.2 Following consultation with the Recipient and having taken into account its views.

Provided that where clause 20.3.1 applies the Commissioner shall, in accordance with the recommendations of the Secretary of State for Constitutional Affairs' Code of Practice on the discharge of a public authorities' functions under Part 1 of FOIA, take reasonable steps, to give the Recipient advanced notice or to draw the disclosure to the Recipient's attention after any such disclosure.

20.4 The Recipient shall ensure it retains for disclosure all information (as defined in the FOIA) produced in the course of this Agreement or relating to this Agreement and shall allow the Commissioner to inspect such records from time to time upon request.

20.5 The Recipient acknowledges that the Commissioner is subject to certain transparency and disclosure obligations set out in the Elected Local Policing

Bodies Specified Information Order 2011 (as amended) (“**Transparency Obligations**”)

20.6 The Recipient consents to the Commissioner publishing the contents of this Agreement and information regarding any tender process related to the Purpose of the Agreement to enable the Commissioner to comply with their Transparency Obligations.

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20.7 The Recipient acknowledges that:

20.7.1 The Commissioner shall be responsible for determining, at their absolute discretion, whether any information is exempt from disclosure or should be disclosed pursuant to the FOIA and/or the Transparency Obligations and to what extent any information disclosed shall be redacted; and

20.7.2 Any lists or schedules provided by the Recipient outlining confidential information are of an indicative value only and that the Commissioner may be obliged to disclose confidential information in accordance with Clause 20.3 and/or Clause 20.5.

21. Notices

21.1 All notices, invoices and other communications relating to this Grant Agreement shall be in writing and in English and shall be served by a party on the other party at its address shown at the head of this Grant Agreement.

21.2 Notices delivered hereunder shall be deemed to be delivered:

21.2.1 if delivered by hand, upon receipt;

21.2.2 if sent by pre-paid registered first class post (providing it is not returned as undelivered to the sender), two (2) working days after posting;

21.2.3 if sent by electronic mail, on the date of delivery subject to the following conditions:

(a) when an electronic mail is sent on a day which is not a working day or after 3:00pm on a working day, the electronic mail is deemed to have been received on the next working day, and

(b) each electronic mail containing a formal notice under this Agreement shall be sent with a delivery receipt requested and shall not be deemed to have been received until the sender receives a confirmatory delivery receipt.

22 Contract (Rights of Third Parties) Act 1999

22.1 No person who is not a party to this Grant Agreement shall have the right to enforce any of its terms.

23. Governing Law

23.1 This Grant Agreement shall be subject to and construed in accordance with

English Law and subject to the exclusive jurisdiction of the courts of England and Wales.

Angelique Foster
Police and Crime Commissioner for Derbyshire
November 2021

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ACCEPTANCE OF COMMISSIONER'S GRANT SHIFT

SHIFT accepts the offer of Grant contained in this Grant Agreement and agrees to comply with the terms and conditions of the Grant on which the offer is made.

On behalf of SHIFT

Project Manager/Project Contact

Signature:	
Name:	
Date:	
Position:	

The Recipient's Chief Finance Officer

Signature:	
Name:	
Date:	
Position:	

Bank details for grant payment

Bank name:	
Branch name:	
Sort code:	
Account name:	
Account number:	
Address:	

Post code:	
------------	--

Signed on behalf of the Police and Crime Commissioner for Derbyshire:

Signature:	
Name:	Andrew Dale
Date:	26 November 2021
Position:	Chief Finance Officer

OFFICE OF THE POLICE AND CRIME COMMISSIONER USE:

Payment instructions:

OPCC codes:	Account code	Cost Centre	Project code	Project reference	Supplier code
	4891	X012	J398	ASB Fund	

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ANNEX A(i): PAYMENT REQUEST AND IN-YEAR FINANCIAL MONITORING REPORT 2020/2021

Grant Recipient: SHIFT	Grant Stream: COMMISSIONER'S GRANT
----------------------------------	--

Period	(£)
From: December 1, 2021 to May 31, 2022	
(1) PCC Funding received during this period	
(2) Actual expenditure in this period (December 1, 2021 to May 31, 2022)	
(3) Funding request	

MONITORING INFORMATION REQUIREMENTS

Please confirm that Mid-Term monitoring report **against key deliverables**, as agreed in the Grant Agreement, has been attached to this form.

Please complete the below table in order to provide a breakdown of expenditure, and attach the detailed supporting financial information to this payment request form. The Commissioner may request the recipient to clarify any information provided.

Type of Spend	Total Cost
Staff costs	£
Volunteer costs	£
Operational / activity costs	£
Publicity costs	£
Monitoring and evaluation costs	£
Management and overheads	£
Other (please detail)	£
TOTALS	£

CONFIRMATION BY GRANT RECIPIENT

18

I confirm that on the basis of the information provided in this report, progress and costs are accurate and in compliance with the terms and conditions of the Grant Agreement:

Signature:			
Name (printed):		Date:	
Position:			

Office of the Police and Crime Commissioner for Derbyshire sign off:

Signature:			
Name (printed):		Date:	
Position:			

OPCC codes:	Account Code	Cost Centre	Project code	Project Reference	Supplier code
	4892	X012	J398	ASB Fund	

ANNEX A(ii): PAYMENT REQUEST AND END OF YEAR FINANCIAL MONITORING REPORT 2021/2022

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Grant Recipient: SHIFT	Grant Stream: COMMISSIONER'S GRANT
----------------------------------	--

Period From June 1, 2022 to November 30, 2022	(£)
(1) Total funding received from the OPCC in this period (June 1, 2022 to 11/30/2022)	
(2a) Actual project expenditure in this period (June 1, 2022 to November 30, 2022)	
(3) Funding variance (+/-) in this period (June 1, 2022 to November 30, 2022)	(+ / -)

MONITORING INFORMATION REQUIREMENTS

Please confirm that a End-Term monitoring report against key deliverables , as agreed in the Grant Agreement, has been attached to this payment request form.	<input type="checkbox"/>
--	--------------------------

Please complete the below table in order to provide a breakdown of expenditure, and attach the detailed supporting financial information to this payment request form. The Commissioner may request the recipient to clarify any information provided.


Type of Spend	Total Cost
Staff costs	£ 4500
Volunteer costs	£
Operational / activity costs	£
Publicity costs	£

Monitoring and evaluation costs	£ 500
Management and overheads	£
Other (please detail)	£
TOTALS	£ 5000

CONFIRMATION BY GRANT RECIPIENT

20

I confirm that on the basis of the information provided in this report, progress and costs are accurate and in compliance with the terms and conditions of the Grant Agreement:

Signature:			
Name (printed):	Andrea Kemp	Date:	1 Feb 2023
Position:	Chief Executive Officer		

Office of the Police and Crime Commissioner for Derbyshire sign off:

Signature:					
Name (printed):		Date:			
Position:					
OPCC codes:	Account Code	Cost Centre	Project code	Project Reference	Supplier code
	4891	X012	J398	ASB Fund	

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Organisation Name	Shift
Project Title	Chapel ASB Community prevention

Grant Specific Agreed End Term **Outcomes/Indicators**

We will require a report from you at the end-point and end point of your project which tells us what a difference you have made with the funding awarded to you in delivering the key outcomes stated in your grant agreement on page 2.

Please populate the table below with the deliverables on page 2 of your grant agreement and complete the right hand side with both statistics/ data collected (quantitative) for example, provide the number of people who have benefited from your project along with a brief description of the activity undertaken (qualitative). You will find your original proposal for how to evidence the impact/benefits of your project on pages 10/11 of your original application.

Please see example below:

Grant Agreement Deliverables	Evidenced Impact/Benefits (Quantitative & Qualitative)
To act on, and coordinate, the response to a recent community listening exercise in Chapel-en-le-Frith to find out what matters to the residents in their parks and open spaces.	Number of attendees Feedback from attendees on course and learning
To take forward suggestions from the community on how to make the community a safer place for everyone. This to include the coordination of activities undertaken by community volunteers and to make this sustainable.	More of a positive attitude and behaviour observed and verbalised over time by the young person.
To bring together a network of partner and coordinate partnership activities will support the community in a way which will be valuable to them.	A group of 8 partners, including shift, police, local and district councils and councillors came together to talk about local ASB issues in the local park where smashing of glass bottles had become an issue. We also identified that we had bigger issues around our local pubs. We have worked together to re-establish our local pubwatch scheme that had due to covid no longer met and is now meeting regularly and the incidents have reduced. We have also included all the local shops who sell alcohol.

	Who had also reported high numbers of theft of alcohol theft in particular in the same glass bottles that were being smashed in the park. Working together and not stocking the items, we were able to completely stop the broken glass in the park and the theft from the shop.
--	--

Quantitative – this information is provided in the form of numbers / statistics and data – how many people attended your workshop or received training, or received support from your organisation

Qualitative – please provide feedback in the form of comments or complements or case studies to help to demonstrate the impact of your project on participants.

Expenditure breakdown - Along with this narrative report we will also need to receive a completed Annex A (contained at the back of your grant agreement) which will detail the expenditure of the first part of the funding you have received.

Please complete:

Grant Agreement Deliverables	Evidenced Impact/Benefits (Quantitative & Qualitative)

SUMMARY OF ACTIVITY TO DATE

(Please summarise all relevant activity undertaken in the period referencing the outcomes and key deliverables identified in your grant agreement)

Please type in the field below

EVALUATION OF SERVICE TO DATE

(In each of the categories below please provide examples of survey requests/personal comments/case studies as appropriate)

Service Users: *(How did you find your service users received the project?)*

Please type in the field below

It is like a completely different park to 12 months ago, last year when I walked my dog in the park I was always having to be on the look out for broken glass. People had put signs in the park with their dog with a bandage on its paw from having to have glass taken out of it at the vets! Now its clear from litter and glass!!! It's wonderful and refreshing!! XXXXXXXX

Partners/Organisations: (Did you link with other organisations to help you deliver the project and did this have a positive project?)

Please type in the field below

It was a joy to connect with and collaborate with the following, Derbyshire Police, High Peak Borough Council safer communities team, Chapel Parish Council, UK Sports Coaching, UK Pub-watch, Public Health, Chapel Youth movement, Chapel High School, Peak District National Park and Chapel Leisure Centre.

Wider community: (Were the wider community aware of your project and understand the need for your project and did this have an impact?)

Please type in the field below

We have been able to connect and engage with the wider community though activities and conversations in the local park. We had a summer timetable of activities available for people to take part in for free in the Memorial Park and in the evening on the ATP on a Friday night at the Leisure Centre for teenagers.

OTHER COMMENTS

(Barriers/challenges - Please tell us about all the positives and negatives that the entire process has brought to your group.)

Please type in the field below

NEGATIVE

Please type in the field below

We always tried to use a free venue and Chapel Parish Council were so kind and let us use the Town Hall for free. On occasions this was a barrier for some partners, when we realised this, we decided that the youth ASB group would meet at the local church room instead and keep it on a natural place.

POSITIVE

Please type in the field below

The first 2 pub-watch meetings were held in the Town Hall to gather interest and momentum and now they meet in a different pub each time and encourage them to have a distributed leadership of the scheme.

It has connected lots of partners that we didn't originally anticipate and the results have been amazing

People were open, honest and willing to work together

The weather was brilliant most of the summer and people more positive

The groups created have continued to meet and planned into next year

The purpose and scope of this policy statement

Shift works with children and families as part of its activities. These include meetings, sessions and events which include the promotion of community engagement and physical activity.

The purpose of this policy statement is:

- to protect children and young people who receive Shift's services. This includes the children of adults who use our services
- to provide parents, staff and volunteers with the overarching principles that guide our approach to child protection.

This policy statement applies to anyone working on behalf of Shift, including senior managers and the board of trustees, paid staff, volunteers, sessional workers, agency staff and students.

Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation and guidance is available from [nspcc.org.uk/childprotection](https://www.nspcc.org.uk/childprotection).

We believe that:

- children and young people should never experience abuse of any kind
- we have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

We recognise that:

- the welfare of the child is paramount
- all children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have a right to equal protection from all types of harm or abuse
- some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

We will seek to keep children and young people safe by:

- valuing, listening to and respecting them
- appointing a nominated child protection/safeguarding lead
- developing child protection and safeguarding policies and procedures which reflect best practice
- using our safeguarding procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- sharing information about child protection and safeguarding best practice with children, their families, staff and volunteers via leaflets, posters, group work and one-to-one discussions
- recruiting staff and volunteers safely, ensuring all necessary checks are made

- providing effective management for staff and volunteers through supervision, support, training and quality assurance measures
- implementing a code of conduct for staff and volunteers
- using our procedures to manage any allegations against staff and volunteers appropriately
- ensuring that we have effective complaints and whistleblowing measures in place
- ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- recording and storing information professionally and securely.

Related policies and procedures

This policy statement should be read alongside our organisational policies and procedures, including:

- Procedures for responding to concerns about a child or young person's wellbeing
- Dealing with allegations of abuse against a child or young person
- Role of the designated safeguarding officer
- Managing allegations against staff and volunteers
- Safer recruitment policy and procedures
- Adult to child supervision ratios
- Code of conduct for staff and volunteers
- Anti-bullying policy and procedures
- Online safety policy and procedures for responding to concerns about online abuse
- Photography and image sharing guidance
- Child protection records retention and storage policy
- Whistleblowing policy

Contact details

Nominated child protection lead

Name: xxxxxxxxxxxxxxxx

Phone/email: xxxxxxxxxxxx@shift-together.co.uk

NSPCC Helpline

0808 800 5000

We are committed to reviewing our policy and good practice **annually**.

This policy was last reviewed on: 23 September 2021

Chapel-en-le-Frith Parish

Safeguarding Adults and Children Policy

It is not up to you to decide whether a child or vulnerable adult has or is suffering from harm as a result of abuse or neglect, but it is up to you to report it

Version Control:

11/11/2020	Version 1

1. Introduction

1.1 Everyone has a duty to safeguard children, young people and vulnerable adults.

1.2 This policy outlines practices that will promote the safety of children, young people and vulnerable adults who are within the boundaries of the Parish Council.

We recognise that:

- The welfare of children, young people or vulnerable adults is paramount
- Children, young people and vulnerable adults have the right to equal protection from all types of abuse regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity.
- Working in partnership with children, young people and their parents/carers, vulnerable adults and other agencies is essential in promoting their welfare.

1.3 This policy is based on our responsibilities under the Children's Act 2004 which places a duty on key people and public bodies, including Councils, to make arrangements to ensure their functions are discharged with regard to the need to safeguard and promote the welfare of children,

1.4 With regards to Safeguarding Adults, there are different issues to consider. Nevertheless, this policy has been developed in line with "No Secrets" government guidance, the Vulnerable Groups Act 2006 and the Care Act 2014.

1.5 This policy will be reviewed annually.

1.6 This policy provides an overview about safeguarding adults or children and young people. More detailed information/explanation can be found on Derbyshire websites listed on page 5.

2. Definitions

2.1 Children and young people: anyone under the age of 18 years.

2.2 Vulnerable adult: anyone over 18 who is unable to care for themselves; unable to protect themselves from significant harm or exploitation; or may need community care services.

3. Purpose of this policy

To provide members or volunteers of Chapel-en-le-Frith Parish Council with guidance on procedures they should use in the event that they suspect a child, young person or vulnerable adult may be experiencing or be at risk of harm.

4. To whom this policy applies

4.1 This policy applies to anyone working for or on behalf of Chapel-en-le-Frith Parish Council whether in a paid, voluntary or commissioned capacity.

5. Promoting a safe environment

5.1 In order to promote a safe environment for children, young people and vulnerable adults, Chapel-en-le-Frith Parish Council wishes to promote a safeguarding culture in its premises and activity areas. In order to achieve this we will:

- provide safe facilities and undertake regular safety assessments;
- ensure that members, employees, and volunteers are aware of safeguarding expectations;
- make available on public noticeboards and to employees, volunteers and councillors relevant contact details;
- Ensure due regard is taken if holding virtual meetings to which the public are able to attend.

5.2 Anyone involved in Chapel-en-le-Frith Parish Council all have a duty to protect children, young people and vulnerable adults but are **not** responsible for deciding whether abuse is taking place. If they have concerns, these should be passed on to the authorities as detailed in Section 8 as soon as possible.

5.3 It is good practice to write down your concerns so that this can be shared with Call Derbyshire if requested. NB: This should be in line with GDPR 2018. An example of safeguarding record keeping is attached as appendix 1

6. Council Premises /Activity Areas

Chapel-en-le-Frith Town Hall

Memorial Park and Needham Recreation Ground Chapel-en-le-Frith

Sparrowpit Play Area

Combs Play Area

Dove Holes Play Area and Football field

7. Training

All members and volunteers of Chapel-en-le-Frith Parish Council should undertake basic safeguarding children and safeguarding adults' awareness training. A refresher session should be undertaken on a tri-annual basis. A record of attendance should be maintained by the Clerk. Safeguarding children training must be commensurate with "Working together to safeguard children" 2019.

8. Dealing with allegations or concerns against any employee, contractors used by the Council, paid staff or volunteers including Councillors

8.1 All members/volunteers/employees or contractors should take care not to place themselves in a vulnerable position with a child or vulnerable adult. It is always advisable for interviews or work with individual children or parents to be conducted in view of other adults.

8.2 **No** attempt should be made to investigate or act on any allegation before consultation with "Call Derbyshire" the County's Safeguarding Children's and Adults teams

8.3 No promises of confidentiality should be made – clearly your role is to pass the information onto Call Derbyshire

8.4 If an allegation is made, or a concern is raised about a member of staff, Councillor or volunteer the Clerk should contact Call Derbyshire. If the allegation or concern involves the Clerk, the Chair of the Council should contact Call Derbyshire.

Call Derbyshire: 01629 533190
Monday to Friday 08.00 – 20.00
Saturday: 09.30 – 16.00

Out of these hours:
Call Derbyshire: 01629 532600

You should always call 999 in an emergency – for example when someone's life is at risk or someone is seriously injured or critically ill.

9. Recruitment and selection/Appointment of new Councillors/Clerks

Advertisements of posts and application packs should make explicit reference to the commitment of the Council to safeguarding including:

- Compliance with DBS (Disclosure and Barring Service) requirements where applicable
- It is recommended that where possible you should use application forms
- A minimum of 2 people should check for any gaps in employment history and explore this during interview
- Ensure at least one reference is from the previous employer and specifically asks if there have been any concerns or allegations about the applicant's behaviour towards vulnerable people. Compare this with the information provided by the applicant. Follow up any concerns with the referee

Further, more detailed information can be found at:

www.saferrecruitmentconsortium.org/GSWP_Sept_2019

10. Whistleblowing

10.1 We recognise that children or vulnerable adults cannot be expected to raise concerns in an environment where staff or volunteers fail to do so.

10.2 All members and volunteers should be aware of their duty to raise concerns about the attitude or actions of colleagues and appropriate advice will be sought from the Call Derbyshire team on the number above.

11. What should be a cause for concern

11.1 Staff and volunteers should be concerned by any behaviour, action or inaction, which significantly harms the physical and/or emotional development of a child/young person or a vulnerable adult. A child/young person or vulnerable adult may be abused by parents, other relatives or carers, professionals and their peers, and abuse can occur in any family OR in any other areas of society, regardless of social class, wealth or geographical location.

11.2 Abuse falls into five main categories in children, young people and adults:

- physical abuse
- emotional abuse
- sexual abuse
- financial abuse
- neglect

11.3 All members and volunteers need to have an awareness that there are many other forms of abuse ranging from Child Sexual Exploitation (CSE) through to Female Genital Mutilation (FGM). This can be obtained via attendance at training.

11.4 Ideally, members and volunteers who engage with children, young people or vulnerable adults will have accessed appropriate training.

11.5 Further information about types of abuse, signs to look for and what to do if you are concerned are also available on the Derby and Derbyshire Safeguarding Children Partnership website and Derbyshire Safeguarding Adults website.

www.ddscp.org.uk

www.derbyshiresab.org.uk

12. Related Council policies/documents.

- GDPR policy 2018
- Complaints policy
- Safer Recruitment legislation

13. Other useful contact details:

NSPCC: 0808 800 5000

Childline: 0800 11 11

Safeguarding alert

Your Name:
Your Position:
Child/Adult Name
Child/Adult Address if known/given by the vulnerable person
Child/Adult Date of Birth (or approximate age)
Ethnicity of Child/Adult
Name(s) and address of parent/carer: (if applicable)
Name of School (if applicable):
Date and time of disclosure:
Your Observations:
Exactly what the child/adult said and what you:
<i>Remember to use the person's own words. Continue on a separate sheet if necessary.</i>
Action taken:
Your signature:
Print name:
Date and time of this alert.

To be retained by the Clerk

Unaudited Financial Statements for the Year Ended 31 March 2021

for

Community Sports Trust Community
Interest Company

~~SECRET~~

MONDAY



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A06

12/07/2021

#151

COMPANIES HOUSE

Community Sports Trust Community
Interest Company

Contents of the Financial Statements
for the Year Ended 31 March 2021

	Page
Balance Sheet	1

Community Sports Trust Community
Interest Company (Registered number: 06873506)

Balance Sheet
31 March 2021

	31.3.21	31.3.20
	£	£
CURRENT ASSETS	169,630	121,341
CREDITORS		
Amounts falling due within one year	(30,145)	(90,070)
NET CURRENT ASSETS	139,485	31,271
TOTAL ASSETS LESS CURRENT LIABILITIES	139,485	31,271
RESERVES	139,485	31,271

NOTES TO THE FINANCIAL STATEMENTS

1. **STATUTORY INFORMATION**

Community Sports Trust Community Interest Company is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address are as below:

Registered number: 06873506

Registered office: Unit 134 Coney Green Business Centre
Wingfield View
Clay Cross
Chesterfield
S459JW

2. **AVERAGE NUMBER OF EMPLOYEES**

The average number of employees during the year was 10 (2020 - 12).

Community Sports Trust Community
Interest Company (Registered number: 06873506)

Balance Sheet - continued
31 March 2021

1354

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

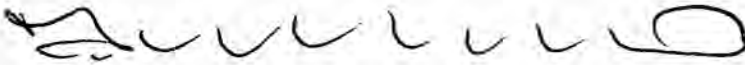
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the micro-entity provisions and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Board of Directors and authorised for issue on 8 June 2021 and were signed on its behalf by:



A P Shooter - Director



Mrs A C Kemp - Director

100006115.

CIC 34

Community Interest Company Report

For official use
(Please leave blank)

--

**Please
complete in
typescript, or
in bold black
capitals.**

**Company Name in
full**

Community Sports Trust CIC

Company Number

06873506

Year Ending

~~DD/MM/YY~~ 31/03/2021

(The date format is required in full)

Please ensure the company name is consistent with the company name entered on the accounts.

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

(N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)

PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

The global pandemic has been at the forefront of our work and minds this year making community building extremely difficult.

Lockdowns and social distancing have impacted hugely on our ability to develop sport and physical activity but it has revealed the value of creating locally led initiatives.

Indeed, residents in all three of our Active 4 Life communities (Petersham, Fairfield and New Bolsover & Carr Vale) stepped forward to engage in Mutual Aid networks and support their neighbours and friends through food deliveries, prescriptions, telephone check ins and in some cases organising sports packs to be sent to the homes of families with children. See attached report summarising community activity during the pandemic.

The Jog Derbyshire network has been equally creative with groups up and down the county organising photo competitions, quizzes, sharing safe routes for individual runs and generally keeping the Jog Derbyshire mojo high wherever possible. Whilst the number of groups has diminished somewhat, new groups have formed and many have developed walking sessions as part of the networks. These have been particularly welcomed by people who have lost their fitness due to the stay at home restrictions and we intend to support the development of further walking groups over the coming year.

Our workplace health programme Fit 4 Life has adapted to become online coaching instead of face to face and we have invested in Fit Bits to enable participants to track their progress. New clients include Call Derbyshire and Derbyshire Constabulary where over 60 people have benefitted from the initiative.

We took on a new piece of work 'Amber Valley Community Champions' to address high COVID19 infection rates in the District and in doing so Amber Valley went from the highest to the lowest level in Derbyshire over 6 months. As part of this work, we have created a network of residents from across the District who are all leading change in their community. We hope this will influence a more people centred approach to health and wellbeing in Derbyshire in the coming years.

(If applicable, please just state "A social audit report covering these points is attached").

(Please continue on separate continuation sheet if necessary.)

PART 2 – CONSULTATION WITH STAKEHOLDERS – Please indicate who the company's stakeholders are; how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.

We are delighted to be partnering with a range of local and national health and care organisations to develop new approaches to enabling people to lead active lives. In particular:

- Sport England
- Active Partners Trust
- Rethink
- Derbyshire Mind
- ActivInsights
- Derbyshire Healthcare Trust
- Chesterfield Royal Hospital
- Derbyshire County Council
- Derbyshire's Districts and Boroughs
- CIMSPA
- Derbyshire Constabulary

Our key stakeholders are of course people living in communities across Derbyshire and we convene conversations with individuals, small groups and large networks on a daily basis.

Feedback continues to inform our work, an example of this is the leadership training for Jog Groups and community activity leaders which should be ready to roll out in the new year.

(If applicable, please just state "A social audit report covering these points is attached").

PART 3 – DIRECTORS' REMUNERATION – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes). If no remuneration was received you must state that "no remuneration was received" below.

N/A

PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that "no transfer of assets other than for full consideration has been made" below.

(Please continue on separate continuation sheet if necessary.)

PART 5 – SIGNATORY (Please note this must be a live signature)

The original report must be signed by a director or secretary of the company

Signed



(DD/MM/YY)

Date

8.7.21

Please note that it is a legal requirement for the date format to be provided in full throughout the CIC34 report.

Applications will be rejected if this information is incorrect.

Office held (delete as appropriate) Director/Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

HMB 3 LIMITED	
MARKET PLACE	
CRICH, MATLOCK, DE45DD	
	Tel 01773 856041
DX Number	DX Exchange

When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38
Linenhall Street, Belfast, BT2 8BG

(N.B. Please enclose a cheque for £15 payable to Companies House)

Annual Governance and Accountability Return 2020/21 Part 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
 - are unable to certify themselves as exempt (fee payable); or
 - have requested a limited assurance review (fee payable)

Guidance notes on completing Part 3 of the Annual Governance and Accountability Return 2020/21

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 must complete Part 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:
 - The Annual Internal Audit Report must be completed by the authority's internal auditor.
 - Sections 1 and 2 must be completed and approved by the authority.
 - Section 3 is completed by the external auditor and will be returned to the authority.
3. The authority must approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both must be approved and published on the authority website/webpage before 1 July 2021.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, must return to the external auditor by email or post (not both) no later than 30 June 2021. Reminder letters will incur a charge of £40 +VAT:
 - the Annual Governance and Accountability Return Sections 1 and 2, together with
 - a bank reconciliation as at 31 March 2021
 - an explanation of any significant year on year variances in the accounting statements
 - notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2020/21

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability Section 1, Section 2 and Section 3 – External Auditor Report and Certificate will be returned to the authority by email or post.

Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on the authority website/webpage:

Before 1 July 2021 authorities must publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- Section 1 - Annual Governance Statement 2020/21, approved and signed, page 4
- Section 2 - Accounting Statements 2020/21, approved and signed, page 5

Not later than 30 September 2021 authorities must publish:

- Notice of conclusion of audit
- Section 3 - External Auditor Report and Certificate
- Sections 1 and 2 of AGAR including any amendments as a result of the limited assurance review.

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

Guidance notes on completing Part 3 of the Annual Governance and Accountability Return (AGAR) 2020/21

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty), and is properly signed and dated. If the AGAR contains unapproved or unexplained amendments, it may be returned and additional costs will be incurred.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2021.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references.
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- Do not send the external auditor any information not specifically requested. However, **you must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (Section 2, page 5). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on page 5. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or variances are not fully explained, additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2020) equals the balance brought forward in the current year (Box 1 of 2021).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish on the authority website/webpage the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2021.**

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?	✓	
	Has all additional information requested, including the dates set for the period for the exercise of public rights, been provided for the external auditor?	✓	
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?	✓	
Section 1	For any statement to which the response is 'no', has an explanation been published?	✓	
Section 2	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?	✓	
	Has an explanation of significant variations from last year to this year been published?	✓	
	Has the bank reconciliation as at 31 March 2021 been reconciled to Box 8?	✓	
	Has an explanation of any difference between Box 7 and Box 8 been provided?	✓	
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? NB: do not send trust accounting statements unless requested.	✓	

***Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk**

Annual Internal Audit Report 2020/21

CHAPEL-EN-LE-FRITH PARISH COUNCIL

www.chapelpc.org

During the financial year ended 31 March 2021, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2020/21 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	<input checked="" type="checkbox"/>		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	<input checked="" type="checkbox"/>		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	<input checked="" type="checkbox"/>		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	<input checked="" type="checkbox"/>		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	<input checked="" type="checkbox"/>		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	<input checked="" type="checkbox"/>		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	<input checked="" type="checkbox"/>		
H. Asset and investments registers were complete and accurate and properly maintained.	<input checked="" type="checkbox"/>		
I. Periodic bank account reconciliations were properly carried out during the year.	<input checked="" type="checkbox"/>		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	<input checked="" type="checkbox"/>		
K. If the authority certified itself as exempt from a limited assurance review in 2019/20, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2019/20 AGAR tick "not covered")			<input checked="" type="checkbox"/>
L. If the authority has an annual turnover not exceeding £25,000, it publishes information on a website/webpage up to date at the time of the internal audit in accordance with the Transparency code for smaller authorities.			<input checked="" type="checkbox"/>
M. The authority, during the previous year (2019-20) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (evidenced by the notice published on the website and/or authority approved minutes confirming the dates set).	<input checked="" type="checkbox"/>		
N. The authority has complied with the publication requirements for 2019/20 AGAR (see AGAR Page 1 Guidance Notes).	<input checked="" type="checkbox"/>		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	<input checked="" type="checkbox"/>		

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken: 07.05.2021
 Name of person who carried out the internal audit: BARRIE WOODCOCK
 Signature of person who carried out the internal audit: 
 Date: 07.05.2021

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

Chapel-en-le-Frith Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed		
	Yes	No	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

01/06/21

and recorded as minute reference:

22/51

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman



Clerk

S Shorrock

www.chapelpc.org

Section 2 – Accounting Statements 2020/21 for

Chapel-en-le-Frith Parish Council

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
			<i>Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.</i>
1. Balances brought forward	133,770	139,407	<i>Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.</i>
2. (+) Precept or Rates and Levies	120,379	125,152	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	111,680	122,692	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	103,564	107,635	<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments	6,911	6,911	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	115,947	95,824	<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	139,407	176,881	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	136,133	174,091	<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.</i>
9. Total fixed assets plus long term investments and assets	4,277,291	4,287,186	<i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>
10. Total borrowings	54,384	50,031	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	<i>The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.</i>
		✓	<i>N.B. The figures in the accounting statements above do not include any Trust transactions.</i>

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

S Stockdale

Date

01/06/21

I confirm that these Accounting Statements were approved by this authority on this date:

01/06/21

as recorded in minute reference:

22152

Signed by Chairman of the meeting where the Accounting Statements were approved



Section 3 – External Auditor Report and Certificate 2020/21

In respect of **Chapel en le Frith Parish Council – DE0051**

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2020/21

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with *Proper Practices* and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None.

3 External auditor certificate 2020/21

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2021.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

29/08/2021

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

Chapel En Le Frith Parish Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2021

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

	Notes
<p>1. The audit of accounts for Chapel En Le Frith Parish Council for the year ended 31 March 2021 has been completed and the accounts have been published.</p>	<p>This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.</p>
<p>2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Chapel En Le Frith Parish Council on application to:</p>	
<p>(a) <u>THE CLERK OF THE COUNCIL MRS S STOCKDALE</u> <u>TOWN HALL</u> <u>MARKET STREET CHAPEL-EN-LE-FRITH</u> <u>HIGH PEAK SK23 0HP</u></p>	<p>(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR</p>
<p>(b) <u>MONDAY - FRIDAY</u> <u>9am - 12-30pm</u></p>	<p>(b) Insert the hours during which inspection rights may be exercised</p>
<p>3. Copies will be provided to any person on payment of £ <u>1</u> (c) for each copy of the Annual Governance & Accountability Return.</p>	<p>(c) Insert a reasonable sum for copying costs</p>
<p>Announcement made by: (d) <u>S STOCKDALE</u></p>	<p>(d) Insert the name and position of person placing the notice</p>
<p>Date of announcement: (e) <u>9 SEPTEMBER 2021</u></p>	<p>(e) Insert the date of placing of the notice</p>

Balance Sheet as at 31 March 2020

31 March 2019

31 March 2020

31 March 2019		31 March 2020	
Current Assets			
686	DEBTORS	4	
4,295	VAT REFUNDS	4,255	
2,000	PRACTICE CALL A/C	754	
9,714	IMPREST ACCOUNT	9,749	
124,171	SPECIAL INTEREST A/C	163,131	
0	BUSINESS A/C	333	
249	PETTY CASH ACCOUNT	123	
<u>141,115</u>			<u>178,350</u>
141,115	Total Assets		178,350
Current Liabilities			
1,545	PAYE & NIC DUE	1,316	
163	SUPERANNUATION DUE	153	
<u>1,708</u>			<u>1,469</u>
139,407	Total Assets Less Current Liabilities		176,881
Represented By			
47,076	GENERAL RESERVE		54,101
92,331	EARMARKED RESERVES		122,780
<u>139,407</u>			<u>176,881</u>

The above statement represents fairly the financial position of the authority as at 31 March 2020 and reflects its Income and Expenditure during the year.

Signed :
Chairman

Date : _____

Signed :
Responsible
Financial
Officer

Date : _____

CELF PARISH COUNCIL

Income and Expenditure Account for Year Ended 31 March 2021

31 March 2020		31 March 2021
	Income Summary	
120,379	FGP-PRECEPT	125,152
366	FGP-BANK INTEREST	91
<u>120,745</u>	Sub Total	<u>125,243</u>
	Operating Income	
11,382	ADMINISTRATION	12,292
28,668	TOWN HALL	36,691
60,569	AMENITIES	60,491
20	ALLOTMENTS	227
10,675	PREMISES	12,900
<u>232,059</u>	Total Income	<u>247,844</u>
	Running Costs	
86,869	ADMINISTRATION	85,201
48,151	TOWN HALL	41,830
72,111	AMENITIES	73,365
100	ALLOTMENTS	430
9,772	PREMISES	714
2,508	SECTION 137	1,918
6,911	PWLB	6,911
<u>226,422</u>	Total Expenditure	<u>210,370</u>
	General Fund Analysis	
48,389	Opening Balance	47,076
232,059	Plus : Income for Year	247,844
<u>280,448</u>		<u>294,920</u>
226,422	Less : Expenditure for Year	210,370
<u>54,026</u>		<u>84,550</u>
6,950	Transfers TO / FROM Reserves	30,449
<u>47,076</u>	Closing Balance	<u>54,101</u>