

NETHER ALDERLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 10th August 2016 at 7.00 pm at Nether Alderley Parish Hall.

In the Chair: Cllr. J Shufflebottom

Parish Councillors present: Cllr. Y. Bentley, Cllr. C. McKeown and Cllr. S. Shorland

Also present: *Cheshire East Councillor G. Walton and the Parish Council Clerk

1. To receive apologies for absence

The Parish Council received apologies for absence from Nether Alderley Parish Councillors D. Colgan, S. Lewis, C. Walker and J. Wilkinson.

2. To receive Declarations of Interests and confirm Code of Conduct expectations and procedures

2.1 To Declare Disclosable pecuniary interests.

No declarations were made.

2.2 To Declare non- pecuniary interests.

No declarations were made

3. To consider and approve Applications for Dispensations

No applications for dispensation were submitted.

4. RESOLVED: *The Parish Council resolved to approve that the Minutes of the Nether Alderley Parish Council meetings held on Tuesday 5th July and Planning meeting held on Tuesday 2nd August 2016 are a true and accurate record.*

5. Public presentation

To adjourn for representation from residents of the Nether Alderley Parish.

No residents represented.

To resume the meeting

6. Current Matters

To consider and agree actions relating to ongoing matters:

6.1 To consider actions to take regarding Parish Hall renovation

Parish Hall Terms of Reference will be sent to the Cheshire Community Action Village Halls advisor.

6.2 To consider speed and safety on local lanes.

RESOLVED: *The Parish Council resolved to approve that the Clerk requests a further meeting with Cheshire East Highways Officers and the Police representative to the Cheshire Road Safety Team in order to move ahead with the improvements to safety on local roads.*

Recent feedback from Cheshire East Highways confirmed that posts are in place for new 20 mph school speed signs on Congleton Road and that signs will be attached in mid-August; other improvements that the Highways department agreed to pursue have not yet been finalised for action.

Cllr. McKeown drew attention to concerns of hazards of traffic along the B5359, Chelford to Alderley Edge Road, where national speed limit is in place.

6.3 To address requirements relating to appointing a new Parish Clerk.

RESOLVED: *To exclude the public and press in the public interest for discussion of the following item due to the consideration of personal information as detailed in 10/8/16 Appendix B:*

Applications and appointment for the role of Parish Council Clerk.

RESOLVED: *The Parish Council considered and resolved to approve all details of a final contract, including salary banding and start date for a new Parish Clerk.*

RESOLVED: *The Parish Council resolved to approve that the current Clerk remains in post until 30th September 2016 to provide training and hand over to the new Clerk.*

RESOLVED: *The Parish Council resolved to move the September meeting to Tuesday 20th September.*

6.4 To consider progress of the Operation Shield project

Councillor Bentley and the Clerk provided feedback of recent communication with Cheshire Police Officers. Cllr. Bentley confirmed that the date 7th September at 5 pm has been set for a presentation and distribution of the Selecta - DNA packs to local residents.

6.5 To consider advice regarding the maintenance of The Cross at Welsh Row.

The Clerk reported communication with Historic England and Cheshire East Council regarding the identified need to remove weeds from the monument.

7. New Matters

7.1 To consider and agree actions relating to future Parish Council e-mail provision.

The Parish Council considered the current e-mail accounts, communication regarding the e-mail account connected with the Parish mailing system and the options for future e-mail accounts

8. Policies and Procedures

8.1 To receive report on the result of the External Audit.

The Clerk reported that the results of the External Audit 2015/16 have been received from the audit company, BDO.

Parish Councillors received copies of the External Audit report certificate on the Annual Return (Section 3) together with all other sections of the approved Annual Return and the additional audit report.

The auditor's report certificate concludes 'on the basis of our review of the annual return in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met'.

An additional audit report stated that there is one issue to be drawn to the attention of the Parish Council; that 'the smaller authority have incorrectly included administration expenses refunded to the clerk in box 4, staff costs. Therefore, other payments are understated and salary costs are overstated' with the recommendation that 'the smaller authority should ensure in future years that the above minor errors or omissions are not included in the Annual Return' and that 'no other matters came to our attention'.

The Parish Council considered the directive in the Document Governance and Accountability for Smaller Authorities relating to completion of the Annual Return and previous discussion at return of Internal Audit.

RESOLVED: *The Parish Council resolved to approve that in future years; expenses should be included within 'other payments' on the Annual Return rather than 'staff costs'.*

RSOLVED: *The Parish Council resolved to approve the results of the External Audit. The Parish Council considered the results of the External Audit and resolved to approve that there were no further actions that it needed to take.*

Proposed by Councillor McKeown, seconded by Councillor Bentley and approved by resolution of the Parish Council

RESOLVED: *The Parish Council considered and resolved to approve the audited Annual Return for 2015/16.*

Proposed by Councillor Shufflebottom, seconded by Councillor Bentley and approved by resolution of the Parish Council

RESOLVED: *The Parish Council resolved to approve the publication of the Audited Annual Return, including External Auditor's certificate, the Audit report and Notice of Conclusion of Audit on the Parish website and the Notice of Conclusion of Audit on the Notice Boards, for at least 14 days as statutorily required.*

RESOLVED: *The Parish Council resolved to approve a fee of £1.00 for copies of the Annual Return*

8.2 To review Trade waste collection company

RESOLVED: *The Parish Council considered waste collection arrangements and costs and resolved to approve continued use of the current waste collection company and maintenance of current arrangements.*

Proposed by Cllr. Shorland, seconded by Cllr. McKeown and approved by resolution of the Parish Council.

9. Finance.

9.1 To consider Receipts.

The Parish Council noted that there were no receipts of payment.

The Clerk reported an expected Burial Board payment.

9.2 To consider and approve Payments to make

RESOLVED: *The Parish Council resolved to approve payments as listed in Appendix A2*

9.3 To approve Direct Debits

RESOLVED: *The Parish Council resolved to approve direct debit, as listed in Appendix A3*

9.4 To approve administration and expenses amounts to send to the Payroll Provider for inclusion in the Clerk's payroll reports.

RESOLVED: *The Parish Council resolved to approve the Clerk's administration/office costs and expenses amounts as listed in appendix A4*

RESOLVED: *Expenditures were proposed by Cllr. McKeown, seconded by Cllr. Shufflebottom and approved by resolution of the Parish Council*

10. Correspondence

10.1 To consider Cheshire East Council Local Plan arrangements for Hearings and an advisory meeting regarding Local Plan progress and process.

The Parish Council confirmed that Councillors Walker and Shufflebottom will attend a procedural meeting on 23rd August where details will be provided of the purpose and scope of the forthcoming resumed Hearing sessions. The Clerk reported details received about matters to be covered at the meeting.

The Parish Council has received notification of the provisional draft Hearings programme and provisional date for Parish Council representation in connection with the Alderley Park Opportunity Site.

10.2 To consider an invitation to attend a Cheshire East Highways information event

The Parish Council considered an invitation from Cheshire East Councillor David Brown to attend a Cheshire East Highways event arranged as a means of engaging with Town and Parish Councils.

The Parish Council confirmed aspects of Highways provision that it would be most interested in being addressed at the meeting.

10.3 To consider communication relating to Cheshire East Council Neighbourhood Planning support.

The Parish Council considered communication from Cheshire East Councillor Ainsley Arnold, that explained support offered by Cheshire East Council to Parishes undertaking a Neighbourhood Plan.

11. Planning

11.1 To consider and approve responses to new planning applications

The Parish Council considered and resolved to approve responses to the following new planning applications:

16/3354M

**Change of use of agricultural building and land to dwelling with alterations and provision of garden
Wizard Tree Farm, Artists Lane, Nether Alderley, Macclesfield, SK10 4UE**

RESOLVED: *The Parish Council resolved to submit the following comments:*

No objection to the proposed plans

16/3663M

Full Planning Permission for the Change of Use of Land to a Junior Grass Football Pitch (Use Class D2)

ALDERLEY PARK, CONGLETON ROAD, NETHER ALDERLEY, MACCLESFIELD, CHESHIRE, SK10 4TF

RESOLVED: *The Parish Council resolved to submit the following comments*

The Parish Council has no objection to the proposed plans but strongly recommends and requests that, should the application be granted, a condition is imposed that the land may only remain as a football pitch or return to green belt and cannot be considered as Previously Developed Land with an option for future building on the site.

11.2 To consider any other planning matters

New Planning application:

16/3798M

Construction of one part two-storey, part three-storey detached infill dwelling with detached garage, new access and landscaping (Resubmission of 15/4117M)

LAND ADJ TO HIGHLANDS, CONGLETON ROAD, ALDERLEY EDGE, WILMSLOW, CHESHIRE, SK9 7AD

RESOLVED: *The Parish Council resolved to consider the following planning application at a Planning Meeting.*

RESOLVED: *In view of the application being a resubmission of a previous application and in view of the Parish Council's previous request for the Ward Councillor to 'call in' to Committee the original application, the Parish Council resolved to ask that the Ward Councillor requests that the new application is also 'called in' to Committee.*

RESOLVED: *Responses to planning applications were proposed by Cllr. McKeown, seconded by Cllr. Shufflebottom and approved by resolution of the Parish Council.*

12. Burial Board

12.1 RESOLVED: *To exclude the public and press in the public interest for discussion of the following item due to the consideration of personal information as detailed in 10/8/16 Appendix C:*

Burial Ground enquiries and arrangements for burials and interments

12.2 RESOLVED: *To move the next Burial Board meeting to 7 pm*

13. Clerk's salary

RESOLVED: *The Parish Council resolved to approve that the Clerk's salary could be paid at the Burial Board meeting.*

14. Parish Hall

Parish Hall decoration was discussed.

15. Next Parish Council Meeting

The Parish Council confirmed that the next Parish Council meeting would be rearranged for 20th September.

Minutes taken by: the Clerk.

Minutes confirmed and approved at the Nether Alderley Parish Council meeting held on 20th September 2016.

Signed..... Date.....

APPENDIX A

**Nether Alderley Parish Council Meeting
Wednesday 10th August 2016 at 7.00 pm.
Nether Alderley Parish Hall.**

Schedule of Receipts and Payments

A1.Receipt of Income

None

A2. Invoices for payment

1239 Mrs. P Langham £520.03 Salary August 2016 H
Salary and expenses reviewed and approved 13/4/16 Minute ref 12

1240 Cheshire West and Chester Cheshire Pension Fund £135.38 Pension contribution, August 2016 H
Pension contribution level reviewed and approved 10/3/16 Minute ref 8.4

1241 Henshaws Waste collection, two collections July 2016 £40.66 (£33.88 plus £6.78 VAT) E,F,G
*Waste collection review and approval 10/8/15 Minute Ref 8.5
Service ordered 11/6/2009. Minuted approval 21/5/2009 ref 5.10*

1242 BDO LLP £120.00 (£100.00 plus £20.00 VAT) External Audit fee H

A3. Direct Debits for approval

Utility Warehouse Parish Hall electricity for June 2016 £47.58 (£45.03 plus £2.55 VAT), to be debited
on or after 29th July 2016 E,F,G

*Service approved Minute reference 23.11.06 p 256 , Service ordered 23.11.06, Service last reviewed for continued use
Minute reference 10.8.15 8.3 and 8.4*

A4. Expenses and administration/office costs to approve for forwarding to Payroll provider
£176.56

Signed.....
Chairman of Meeting

Signed.....
Clerk and Responsible Financial Officer

Nether Alderley Parish Council, Meeting Wednesday 10th August 2016
Parish Council Powers for expenditure and activity

Audit

Audit Regulations 1996 I

Benches

Power to provide and maintain roadside seats and shelters Parish Councils Act 1957, s.1 K

Burial Grounds, Cemeteries and Crematoria

Power to acquire, provide and maintain A
Open Spaces Act 1906, ss9 and 10

Power to agree to maintain monuments and memorials B
Parish Councils and Burial Authorities (Miscellaneous Provisions) Act 1970, s.1

Power to provide and maintain and Power to contribute towards expenses of cemeteries C
Local Government Act 1972, s.214
Local Authorities Cemeteries Order 1977 (no 204) C1 Memorials (16 (1) (a) and 16 2 (b))

Bus Shelters

Power to provide and maintain shelters D
Local Government (Miscellaneous Provisions) Act 1953, s.4
Parish Councils Act 1957, s.1

Community Centres

Power to provide and equip community buildings E
Local Government Act 1972, s.133

Power to provide buildings for clubs having athletic, social or educational objectives F
Local Government (Miscellaneous Provisions) Act 1976 s.19

Power to provide a range of recreational facilities G
Local Government (Misc Provisions) Act 1975 s19

General Administration/Running Costs

Subsidiary powers of local authorities – to facilitate, or conducive or incidental to, the discharge of functions
LGA 1972 s111 H

Parish Hall – public meetings K

1. LGA 1972 s 142 “ arrange for the delivery of lectures and addresses and the holding of discussions on such matters - provision of information etc relating to matters affecting local government
2. s133 ‘Power to provide buildings for public meetings and assemblies or contribute towards the expenses of providing such buildings’
3. LGA 1972 S111

Litter bins

Provision of litter bins L
Litter Act 1983, ss 5, 6

Research and collection of information

Power to carry out research

LGA 1972 S 141 M

Parish Plans S141 LGA 1972 J

Section 137

Local Government Act 1972. Power of Local Authorities to incur expenditure for certain purposes not otherwise authorised. Power to do something that will benefit the community where there is no other specific power covering the action; Set at £7.36 per elector in 2015/16. Expenditure must be commensurate with the benefit N

Websites Local Government Act 1972 s142 P