

NETHER ALDERLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 12th February 2018 at 7.00 p.m. at Nether Alderley Parish Hall

In the Chair: Cllr. J Shufflebottom

Parish Councillors present: Y.Bentley, D.Colgan, N.Howick, S.Lewis, C.Walker and J.Wilkinson
Also present: the Parish Council Clerk

1. **To receive apologies for absence** – The Parish Council received apologies for absence from Nether Alderley Parish Councillor: S.Shorland and Cheshire East Councillor G.Walton

2. **To receive Declarations of Interests**

2.1 **To Declare Disclosable pecuniary interests** – No declarations were made.

2.2 **To Declare interests conflicting with Nolan principles/non-pecuniary interests** – No declarations were made.

2.3 **To all Councillors to consider amendments required to their Declaration of Pecuniary interest forms** - No amendments were made.

3. **To consider and approve Applications for Dispensations** - No applications for dispensation were submitted.

4. **RESOLVED: The Parish Council resolved to approve the minutes of the Nether Alderley Parish Council meeting held on 8th January 2018 are a true and accurate record.**

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. C.Walker

5. **7.05 p.m. Public presentation** – Mark Asquith was in attendance and said that he would be shadowing Cllr. George Walton (Cheshire East Council Ward Councillor) in the foreseeable future.

6. **Meeting resumed**

7. **To exclude the public and press in the public interest for consideration of the following items:**

a. Personal issues

b. Legal Issues

8. **Current Matters**

To consider and agree actions relating to ongoing matters as follows:

8.1 Neighbourhood Plan update – Following the informal meeting with Great Warford Parish Council in January, Cllr. Brian Thompson will contact the Chairman of Wrenbury Parish Council as they have produced a Neighbourhood Plan which covered two wards. When the ‘pros’ and ‘cons’ of joining forces have been established, Cllr. Thompson will report back to Cllr. Shufflebottom.

Councillors considered and discussed the feasibility and practicality of producing a Neighbourhood Plan and whether it should be done individually or in conjunction with Great Warford Parish Council.

Mark Asquith left the meeting.

- 8.2 Parish Hall renovation update:
- The Fund Raising Committee have not met since the last Parish Council meeting.
 - The Parking and Access Committee met last week and discussed four options which had been roughly costed.
 - Cllr. Shufflebottom was pleased to inform the Parish Council that two very enthusiastic local residents, with project management experience, had joined the working party.
 - Cheshire East Council have confirmed they have received the first tranche of s106 money.
 - The full working party will meet on 28th February at 2.00 p.m.
 - The Parish Council will seek the opinion of all residents when costings are available for the 3 options
- 8.3 Access to the defibrillator at Nether Alderley Primary School – The Headmaster at Nether Alderley Primary School confirmed that access to the defibrillator, which is located outside the Reception entrance, is available all year via the lower single gate.
The Clerk was asked to display a notice in the decommissioned telephone box on Bradford Lane, indicating the location of the defibrillator with access via the single gate when the school is closed.
- 8.4 Manchester Airport Town/Parish Council Meeting (Tuesday 6th March 2018) – Cllr. S.Shorland volunteered to attend this meeting and will report back at the next Parish Council meeting in March.
- 8.5 Highways and pot holes – Councillors discussed the appalling condition of the roads in Nether Alderley and intend to make a formal complaint to Cheshire East Highways. The Clerk was asked to post a notice on the website and email Nether Alderley residents with details of how to report pot holes to the Highways department.
- 8.6 Police Community Event (Saturday 10th March 2018 10.00 – 11.00 a.m.)
- 8.6.1 PCSO Gary Fulton recently informed the Parish Council that he has taken up a new post. The Parish Council wished to thank Gary for all his support in and around Nether Alderley and wish him well for the future.
PCSO Emma Darroch is currently responsible for Nether Alderley. Residents with any local issues should contact Emma by email with their concerns: emma.darroch@cheshire.pnn.police.uk.
- 8.6.2 Emma will be holding the next police community event in the Parish Hall which will be advertised in the notice boards, on the Parish Council website, Alderley Park Newsletter, St. Mary's Church notice and emailed to Nether Alderley residents who are on the mailing list. All residents are welcome to call in and have a chat with her.

9. New Matters

To consider and agree actions relating to new matters as follows:

- 9.1 Chairman/Vice Chairman (2018/19) – Councillors were asked to consider taking on the role of either Chairman or Vice Chairman from May 2018. Cllr. Shufflebottom has presided as Chairman for three years and agreed to continue as Chairman for a further year providing she has the support of a Vice Chairman and could off-load some of her commitments to other Councillors. Cllr. Bentley volunteered to replace Cllr. Shufflebottom on the Parking and Access working group.

RESOLVED: The Parish Council resolved to approve that Cllr. Norman Howick be appointed as Vice Chairman with immediate effect.

Proposed: Cllr. Y.Bently

Seconded: Cllr. J.Shufflebottom

- 9.2 Nether Alderley Parish Council and social media – Cllr. Howick volunteered to raise the profile of the Parish Council using social media i.e. Facebook, Twitter etc. He asked all Councillors to 'join' the group and 'share' with as many people as possible.
- 9.3 Draft film contract – A company had contacted the Parish Council to film a scene for a TV drama in Nether Alderley Parish grounds. Councillors considered and discussed the draft contract.

RESOLVED: The Parish Council resolved to approve and adopt the contract for filming in Nether Alderley Parish grounds with Wanderlust Filming Ltd. without amendment.

Proposed: Cllr. D.Colgan

Seconded: Cllr. J.Wilkinson

- 9.4 Speeding issues on Congleton Road – Police intend to increase their attention to speeding issues on Congleton Road, particularly between Nether Alderley Primary School and the Mill where speeds have been recorded in excess of 55mph.

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- 9.5 Proposed redirection of the public footpath off Sand Lane – A Councillor had been contacted by a resident regarding the redirection of the public footpath. The Parish Council confirmed it will consider and discuss the proposal when Cheshire East Planning formally ask for their comments.
- 9.6 Request to site a defibrillator at the Parish Hall and contribute towards the cost – Councillors considered and discussed the request from a resident and suggested a defibrillator would be best sited in the porch of St. Mary's Church. The Parish Council agreed they are unable to make a contribution towards the cost as they contributed to the defibrillator at Nether Alderley Primary School and propose to install a second defibrillator in the decommissioned BT telephone box at Monks Heath.

10. Policies and Procedures

- 10.1 To receive a report on the quarterly inspection of Highways assets: The next inspection is due in March 2018. Cllr. C.Walker has agreed to perform the inspection and will report back to the Parish Council at the meeting in April.
- 10.2 Cheshire East Council: Town and Parish Council Conference (Tuesday 20th February 2018) – Councillors were invited to contact the Clerk should they wish to attend this course.
- 10.3 Cemetery Management Course (date to be confirmed) – The date for the course has been confirmed: Tuesday 17th April 2018. Cllr. Shufflebottom, Cllr. Lewis and the Parish Council Clerk will attend the Cemetery Management course.
- 10.4 ChALC Course: Appraisals – A Modern Makeover and Motivation (Monday 23rd April 2018) – Councillors were invited to contact the Clerk should they wish to attend this course.
- 10.5 Internal/External Auditors for 2017/18 –
 - 10.5.1 Internal Auditor

RESOLVED: The Parish Council resolved to approve to appoint JDH Business Services Ltd. as internal auditors for 2017/18, including associated costs.

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. N.Howick

10.5.2 External Auditor – Under powers set out in Regulation 3 of the Local Audit (Smaller Authorities) Regulations 2015, Smaller Authorities Audit Appointments Ltd. (SAAA) was appointed by the Secretary of State for Communities. Under the Regulations, SAAA is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms.

An external auditor has been appointed for Cheshire Council, PKF Littlejohn LLP, for the 5 year period commencing with the financial year 2017/18.

The Clerk informed councillors there are various changes to the legislation taking effect from 2017/18, most notably the potential for authorities where the higher of income or expenditure for the year was £25,000 or less, to declare themselves as 'exempt' from a limited assurance review by an external auditor if they meet certain qualifying criteria. However, all authorities, even if they declare themselves 'exempt', will still need to fully complete and publish an annual return and must still have a named appointed auditor to deal with questions or objections from local electors about the accounts.

Councillors considered and discussed if it would be necessary to engage an external auditor or to declare the Parish Council exempt if the higher of income/expenditure was <£25,000.

RESOLVED: The Parish Council resolved to approve to appoint PKF Littlejohn LLP, including associated costs, to perform a limited assurance review for the financial year 2017/18 due to the renovation of the parish hall which may require additional grant funding.

Proposed: Cllr. C.Walker

Seconded: Cllr. Y.Bentley

10.5.3 All Councillors present confirmed they had no conflicts of interest with JDH Business Services Ltd. (Internal Auditor) or PKF Littlejohn LLP (External Auditor).

Those Councillors who were not at the meeting were contacted by the Clerk to confirm they had no conflict of interest with either auditor.

- 10.6 Review Electricity Company (Utility Warehouse) – The Parish Council considered and reviewed the current utility company and asked the Clerk to investigate alternative suppliers and report back at the next meeting in March.

10.7 Review continued use of direct debit for electricity – The Parish Council considered and reviewed the current method of payment for electricity.

RESOLVED: The Parish Council resolved to approve to continue paying the utility company by monthly direct debit.

Proposed: Cllr. S.Lewis

Seconded: Cllr. D.Colgan

10.8 Review NAPC Complaints Procedure

RESOLVED: After due consideration, the Parish Council resolved to approve to continue using the Nether Alderley Parish Council Complaints Procedure without amendment.

Proposed: Cllr. N.Howick

Seconded: Cllr. J.Wilkinson

10.9 Review Retention of Documents Policy

RESOLVED: After due consideration, the Parish Council resolved to approve to continue using the Retention of Documents Policy without amendment.

Proposed: Cllr. Y.Bentley

Seconded: Cllr. C.Walker

11. Finance: Finance Schedule (Appendix A)

11.1 The Parish Council noted receipts as listed in Appendix (A1)

11.2 To approve items for payment as listed in schedule (A2)

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

Proposed: Cllr. S.Lewis

Seconded: Cllr. J.Wilkinson

11.3 To approve direct debits/standing orders as listed in schedule (A3)

RESOLVED: The Parish Council resolved to approve direct debit/standing order as listed in Appendix (A3)

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. C.Walker

11.4 To approve administration and expenses costs as listed in schedule (A4)

RESOLVED: The Parish Council approved the Clerk's administration and expense amounts to send to the Payroll Provider for inclusion in the Clerk's payroll report.

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. C.Walker

12. Correspondence

To receive and consider new correspondence sent to the Parish Council and agree actions to take in response to the following communication:

12.1 Alzheimer's Research UK - The Parish Council agreed that it could not support this charity this year due to forthcoming projects.

12.2 Cheshire East Council – Spatial Planning Update (January 2018) – Noted

12.3 Health and Wellbeing Strategy survey – Councillors were invited to complete the survey online.

12.4 NW Ambulance Charity - The Parish Council agreed that it could not support the charity this year due to forthcoming projects.

13. Planning

13.1 To consider and approve responses to new planning applications:

Application No: 18/0121M
Proposal: Change of use of an existing building into a detached dwelling.
Location: DOGWOOD COTTAGE, WARFORD HALL DRIVE, GREAT WARFORD, WILMSLOW, CHESHIRE, SK9 7TR
National Grid Ref: 381637.3 376498.2

No comment

Application No: 18/0403M
Proposal: Reserved matters application following outline approval 15/5401M for detail of access, layout, scale, landscaping and appearance for a residential development comprising 50 residential dwellings in addition to new internal roads, boundary treatments and associated landscaping and infrastructure
Location: LAND AT HEATHERLEY WOODS, ALDERLEY PARK, CONGLETON ROAD, NETHER ALDERLEY, SK10 4TF
National Grid Ref: 384972 375138

Comment: *With regard to the proposed drainage plan, further discharge of surface water into the existing watercourse with unrestricted run off could only exacerbate the problem residents are currently experiencing. Therefore, the Parish Council would urge the developer to work alongside the Flood Risk Manager at Cheshire East Council to find a definitive solution to the flooding issues that the area is experiencing and indeed affected neighbouring properties before any determination of this application is considered. The area of road by Bollington Grange and the stretch between the Church entrance of Alderley Park and the roundabout at Heawood Hall, regularly floods and this can only be worsened by poor drainage from the residential development on the park. Please refer to Mr Peter Knowles objection letter for this application.*

In addition, the Parish Council suggest a condition should be imposed that no permitted development rights should be allowed to the dwellings in order to protect future development.

Application No: 18/0639M
Proposal: Proposed single storey (infill) extension between main house and detached garage, first floor rear balcony, new feature brick walls to front and side of property with ornamental gates to front, removal of existing hedgerow to front elevation.
Location: Bradford Cottage, Bradford Lane, NETHER ALDERLEY, Nether Alderley, Cheshire East, SK10 4TR
National Grid Ref: 385162 376616

Comment: *The Parish Council recommends refusal of the proposed plans for the following reasons:*

- 1. The Parish Council understands that the original building was a small single storey bungalow and has already undergone a significant increase in size due to a previous extension and concurs the proposed plans would be an unacceptable increase in footprint and scale in relation to the size of the original building.*
- 2. The proposed style of house would be more appropriate in an urban location rather than the rural setting it currently enjoys.*
- 3. The proposed brick wall will encroach on a public right of way and the Parish Council assume Cheshire East Right of Way officer will raise this issue. We do not feel that a wall is appropriate in this location and would not sit well alongside the indigenous hedgerows which the site enjoys presently.*
- 4. The proposed plans would constitute an overdevelopment of the site, within Green Belt, affecting the openness of the countryside which is surrounded by historic woodland.*

In conclusion, we feel that the current house has undergone a significant increase in size and amenity over recent years and the present style and size is appropriate for the rural location.

Should Cheshire East Council Development Management/Planning Department be minded to approve this planning application, the Parish Council requests that a condition is imposed that all contractors and visitors to the site, during the time of construction, park within the confines of the development and not on surrounding highways or verges, to prevent the inconveniencing of neighbouring properties and the damage to highways and verges. Should any damage be caused either directly or indirectly as a result of the building works, the developer or landowner should repair the damage before works are completed.

13.2 To consider any other Planning matters including decisions to Planning Applications:

13.2.1 Planning Application No.: 16/5853M – Consideration of 8 Street Names at Alderley Park, Congleton Road, Nether Alderley

Comment: Further to Nether Alderley Parish Council's meeting on Monday 12th February, the Parish Council considered and discussed the application for Street names on a section of the residential development at Alderley Park.

The Parish Council are very surprised that Cheshire East Council were unable to support the names put forward for these areas of the Park. It is well documented that it is an ancient historic site and nestled within the very old parish of Nether Alderley that has great connections to The Stanley family which brings it's own personal history.

It is very important to the people of Nether Alderley that the names have relevance to the history of the parish and as a result we would ask that you take the names below into serious consideration as per the attached annotated site plan:

- ***We understand that Pavillion Way has already been agreed with Alderley Park Ltd and yourselves.***
- ***Arderne Square should be named Cedar Square in recognition of the protected Cedar tree in this location.***
- ***Deer Park Drive should be named Churchill Way as there is documented history connecting Winston Churchill to the Park . We understand that there is a Churchill Way in Macclesfield but this will have a completely different postcode, therefore no confusion should arise.***
- ***Eagles Road and Oval Place are both relevant to the park.***
- ***The area that is being developed alongside the Serpentine could be named as such. The design incorporates a Square which naturally lends itself to being named Serpentine Square marked in blue on the plan.***
- ***There are 3 small roads that link this area marked in red, yellow and pink on the map. It would make sense for them to be named Serpentine Drive, Serpentine Way and Serpentine Close respectively.***

This application covers a small percentage of the overall proposed residential development and many more names will be required before the end of the project. There is plenty of scope for many names but we feel very strongly that all names relevant and pertinent to Nether Alderley and indeed Alderley Park should be used first.

We hope that you will agree with the above suggestions and see fit to accept our changes and proposals.

14. Burial Board

To consider communication and issues relating to the Burial Ground

14.1 Grant an Exclusive Right of Burial (No. 236) – The Deed was signed by three Councillors from the Burial Board and the Clerk.

The following item was excluded from the public and press in the public interest for consideration of the following items:

- a. Personal issues
- b. Legal Issues

14.2 Consideration and approval to purchase an ashes plot in the Old Burial Ground (OBG27) – **Please refer to Appendix B 12.02.18**

15. Parish Hall

15.1 To receive reports from members of the Parish Hall Joint Management Committee – The JMC financial accounts have been prepared for 2017 and will be approved at the next JMC meeting.

15.2 To consider any other matters relating to the Parish Hall:

15.2.1 Councillors to consider a request from Revd. J.Hale for a letter of support in an application to register the Old School House with the Land Registry by St. Mary's Church, Alderley – Councillors considered and discussed the request and will re-address it following a full working party meeting on 28th February 2018.

15.2.2 Waste Collection – The driver had been unable to access Church Lane from Congleton Road due to a car which was parked outside the first house on the right hand side. Councillors noted there had been one collection from December to February. The Clerk contacted Henshaws Envirocare to arrange a collection and asked to be notified if the problem persisted.

16. Councillor's reports and items for future agenda

Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas (not for debate or decision making)

- **Councillors were asked to form a Working Party to consider the Parish Council's internal systems of control.
(Cllrs. Shufflebottom, Howick, Wilkinson and Colgan - Monday 19th March 2018 at 7.00 p.m.)**

17. Next Parish Council meeting:

The next Parish Council meeting is on Monday 12th March 2018

Minutes taken by: the Clerk

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

APPENDIX A

**Nether Alderley Parish Council Meeting
Monday 12th February 2018 at 7.00 p.m.
Nether Alderley Parish Hall**

Schedule of Receipts and Payments

A1. Receipt of Income

26.01.18 BACS	£1800.11	ChALC - Transparency Code Funding
29.01.18 100521	£660.00	Re-opening of existing grave and additional memorial inscription (Plot 254)

A2. Invoices for payment

1340	ChALC	£75.00	<i>Year End Audit Course</i>	H
1341	Nether Alderley Parish Hall JMC	£15.00	<i>Police Community Event 10.03.18</i>	K
1342	Henshaws Envirocare Ltd	£20.81 (£17.34 plus £3.47 VAT)	<i>1 x Waste collection, January 2018</i>	E,F,G
1343	WML Consulting Ltd.	£647.04 (£539.20 plus £107.84 VAT)	<i>Structural engineering inspection and report</i>	E
1344	Shires Pay Services Ltd.	£30.00	<i>Payroll Services - 4th quarter</i>	H
1345	Mrs. B.Thorpe	£605.66	Salary and expenses, February 2018	H
1346	HMRC	£51.80	Tax/NI, February 2018	H

A3. Direct Debits/Standing Orders for approval

Cheshire Pension Fund	£170.00	December pension contribution (- £11.61) Debited on or after 15 th January 2018	H
Utility Warehouse	£319.74	Parish Hall Electricity for December 2017 debited on or after 31 st January 218 (£266.45 plus £53.29 VAT)	E,F,G

A4. Approval to forward to Payroll provider for inclusion in Payroll Report for Clerk's expenses/salary:

Additional Hours, Travel and Administration/Stationery Costs:	£402.89	H
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Signed.....
Chairman of Meeting

Signed.....
Clerk and Responsible Financial Officer
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

Crime prevention *Local Government and Rating Act 1997 s31, Crime and Disorder Act 2000 Q*

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 £7.57 per elector in 2017/18. Expenditure must be commensurate with the benefit N

Websites Local Government Act 1972 s142 P