

NETHER ALDERLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 5th July 2016 at 7.00 pm at Nether Alderley Parish Hall.

In the Chair: Cllr. J Shufflebottom

Parish Councillors present: Cllr. Y. Bentley, Cllr. C. Walker and Cllr. J. Wilkinson

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. McKeown, S. Shorland.

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 Wednesday 8th June and Friday 24th June 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

Cllr. Shufflebottom reported communication with the Cheshire Community Action Village Halls advisor, who will advise and work with a working group in relation to plans for Parish Hall refurbishment.

6.2 To consider speed and safety on local lanes.

The Clerk reported communication from the Cheshire East Highways officer who had confirmed that the 20 mph school zone would be put in place in June.

Information has been received from a manufacturer of traffic calming products.

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

The Chairman confirmed that the role has been re-advertised that some interest has been shown in the post.

RESOLVED: *The Parish Council resolved to approve that the current Clerk continues in post until a final date is set for her employment*

The Chairman explained enquiries made relating to contracts for Clerks.

6.4 To consider purchasing a Parish Council computer

The Parish Council considered 3 quotations for computers and software

RESOLVED: *The Parish Council resolved to approve that an amount of up to £550 (including VAT), is allocated to purchase of a computer and associated software and that the Clerk may go ahead with purchase of one of the 3 options considered.*

6.5 To consider advertising and distribution of Operation Shield packs

The Clerk reported that Cheshire Police has confirmed a costing of £8.80 per pack.

RESOLVED: *The Parish Council approved for Cllr. Bentley to seek further information from Cheshire Police and to request a date for the police to present the Operation Shield project to members of the community. That the Clerk sends a mailing to residents once a date has been received.*

6.6 To consider Neighbourhood planning

The Chairman reminded Councillors of a meeting in Alderley Edge tomorrow evening regarding an Alderley Edge Neighbourhood Plan.

6.7 To consider updating the Honours Board

The Clerk has received a quotation of cost for updating the Honours Board.

RESOLVED: *The Parish Council resolved to approve expenditure of £130 to make additions to the board*

7. New Matters

7.1 To approve Clerk's responsibilities during Annual Leave

RESOLVED: *The Parish Council resolved to approve that Cllr. Shufflebottom temporarily carries out Clerk's duties in relation to the Burial Board and other Parish Council matters during the Clerk's annual leave.*

Proposed by Cllr. Bentley, seconded by Cllr. Wilkinson and approved by resolution of the Parish Council.

8. Policies and Procedures

8.1 To receive quarterly inspection of highways assets.

To be carried out in September.

The Parish Council approved for the Clerk to contact English Heritage to ask advice about weeds that are growing on The Cross monument.

Growth of ivy on local trees was discussed.

8.2 To review and renew Data Protection Policy and notification of Information Commissioner's Office

The Clerk confirmed that the Parish Council's Notification of the Information Commissioners Office for Data Protection purposes is due for renewal on 20th July.

RESOLVED: *The Parish Council considered and resolved to approve the Parish Council's Data Protection and Information Security Policy for continued use without amendment*

RESOLVED: *The Parish Council considered and resolved to approve the information contained within the current Information Commissioner Office Notification entry for Nether Alderley Parish Council, without amendment.*

RESOLVED: *The Parish Council resolved to approve that the Clerk renews the Information Commissioner's Office Notification renewal for Nether Alderley Parish Council.*

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

8.2 To approve Health and Safety Policy

RESOLVED: *The Parish Council considered and resolved to approve a Health and Safety Policy*

Proposed by Cllr. Wilkinson, seconded by Cllr. Shufflebottom and approved by resolution of the Parish Council.

9. Finance.

9.1 Receipts.

The Parish Council noted receipt of payment as listed in Appendix A1.

The Parish Council noted that the payment had been made previously and **resolved to approve a refund of the payment as listed in Appendix A2.**

9.2 Payments

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

9.3 Direct Debits

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

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

9.4 To approve the bank reconciliation at 30th June 2016

The Clerk presented the bank reconciliation to 30th June 2016, together with analysis of receipts and payments to the current account and the bank statement for current and reserve accounts at 30th June 2016

The Clerk confirmed Cllr. McKeown's independent analysis of the bank reconciliation in conjunction with assessment of bank statements and the cash book and her confirmation of the accuracy of the figures recorded.

RESOLVED: The Parish Council considered and resolved to approve the bank reconciliation to 30th June 2016.

Proposed by Cllr. Bentley, seconded by Cllr. Wilkinson and approved by resolution of the Parish Council

9.5 To approve the comparison of budgeted amounts to receipts/expenditure at 30th June 2016.

The Clerk confirmed Cllr. McKeown's independent analysis of receipts/expenditure against budgeted amounts and accuracy of the figures recorded in comparison with the cash book.

RESOLVED: The Parish Council considered and resolved to approve the comparison of receipts and expenditure to budgeted amounts at 30th June 2016

Proposed by Cllr. Wilkinson, seconded by Cllr. Walker and approved by resolution of the Parish Council.

10. Correspondence

10.1 To consider communication from the Police and Crime Commissioner

The Parish Council noted correspondence from the new Police and Crime Commissioner that included a link to an online survey and details of future planned means of communication between the Commissioner and Parish Councils.

10.2 To consider information from Cheshire East Council regarding the s106 process

The Parish Council noted communication from a newly appointed s106 Monitoring Officer at Cheshire East Council that included details of the Parish Council role in the s106 process.

10.3 To note communication from Cheshire East Council regarding the Local Plan hearings

Further to communication from the CEC Local Plan Programme Officer, the Clerk reported that she has confirmed the Parish Council's intent to attend the Inspector's Hearing sessions in relation to Site CS 29, Alderley Park.

10.4 To note information relating to the fuel grant scheme

The Parish Council noted communication regarding this grant scheme

10.5 RESOLVED: The Parish Council resolved to exclude the public and press in the public interest for consideration of confidential and sensitive information, as detailed in Appendix B

10.6 External Audit.

Councillors present confirmed no conflict of Interest with the External Audit company

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:

16/3086M
Proposed single storey side extension
15, ORCHARD CRESCENT, NETHER ALDERLEY, SK10 4TZ

RESOLVED: *The Parish Council resolved to submit the following comments:*
No Objection to the proposed development

16/2475M
Demolition of existing dwelling and detached garage and replacement with new dwelling and detached garage.
SANDLEHEATH FARM, BOLLINGTON LANE, NETHER ALDERLEY, CHESHIRE

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

The Parish Council has no objections to a replacement dwelling on this site.

The Parish Council has concerns that the proposed development is far in excess of the current building footprint and appears to extend significantly beyond the 30% level.

The Parish Council notes that there are no neighbours listed as having been consulted in relation to this planning application. The Parish Council has also not been able to identify any public notifications at the address or in the area of the proposed development, which it understands are a statutory requirement. The Parish Council therefore requests that the Planning Department confirms that due process has been followed in relation to planning consultation obligations.

11.2 To consider any other planning matters

The Parish Council considered local queries regarding the future of the quarried areas in Nether Alderley

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

12. Burial Board

There were no Burial Board matters for consideration

13. Parish Hall

Cllr. Walker reported recent improvements to lighting carried out by the JMC.

Minutes taken by: the Clerk.

Minutes confirmed and approved at the Nether Alderley Parish Council meeting held on 10th August 2016.

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

**Nether Alderley Parish Council Meeting
Tuesday 5th July 2016 at 7.00 pm.
Nether Alderley Parish Hall.**

Schedule of Receipts and Payments

A1.Receipt of Income

BACS JW Brocklehurst £30.00 Memorial inscription

A2. Invoices for payment

1234 Mrs. P Langham £520.03 Salary July 2016 H
Salary and expenses reviewed and approved 13/4/16 Minute ref 12

1235 Cheshire West and Chester Cheshire Pension Fund £135.38 Pension contribution, July 2016 H
Pension contribution level reviewed and approved 10/3/16 Minute ref 8.4

1236 JW Brocklehurst Refund for amount already paid £30.00

1237 Information Commissioner Data protection annual notification £35.00 H

1238 Henshaws Waste collection, two collections June 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*

A3. Direct Debits for approval

Utility Warehouse Parish Hall electricity for May 2016 £91.06 (£86.44 plus £4.62 VAT), to be debited
on or after 30th June 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*

**Signed.....
Chairman of Meeting**

**Signed.....
Clerk and Responsible Financial Officer**

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

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