

## NETHER ALDERLEY PARISH COUNCIL

### Minutes of the Parish Council Meeting held at 7.00 pm on Monday 9<sup>th</sup> February 2015 at Nether Alderley Parish Hall.

In the Chair: Mrs. Shufflebottom

Also present: Mr. Colgan, Mr. Lewis, Mrs. McKeown, Mrs. Reynolds#, Mrs. Shorland, Mrs. Walker, Cheshire East Councillor George Walton\* and Mrs. Langham, the Clerk

#### 1. Apologies

Apologies were received from Mr. Clarke

#### 2. Declarations of Disclosable Pecuniary Interests

No declarations were made

#### 3. Declarations of Interests Conflicting with the Nolan Principles.

No declarations were made.

#### 4. Applications for Dispensations

None made.

#### 5. Approval of Minutes

The Minutes of the Parish Council meetings held on Wednesday 7<sup>th</sup> January 2015 and Monday 26<sup>th</sup> January 2015 were confirmed as a true and accurate record and approved **by resolution of the Parish Council.**

*The meeting closed on arrival of PCSO Lindsey Whitehead, who reported information about recent crime and policing. PCSO Whitehead left the meeting.*

*The meeting was re-convened.*

*\*Councillor Walton stepped out of the meeting*

#### 6. Matters Arising

##### 6.1 Alderley Park Draft Development Framework and consultation

The Clerk reported the following:

- Paper copies of the Draft Development Framework have been provided for Nether Alderley Parish Councillors by Cheshire East Planning
- The consultation has been advertised on the Parish website, notice boards and sent to the Parish Plan mailing co-ordinator for distribution to the NALF mailing contact list. Local residents have been asked to pass on their opinion to the Parish Council. Residents have been asked to ensure that their opinion is sent direct to Cheshire East Council for inclusion in the formal consultation.
- Cheshire East Council has confirmed that it is holding a drop in open event at Nether Alderley Parish Hall on Wednesday 11<sup>th</sup> February, for members of the public. Details, together with details of the consultation, will be mailed to all in the Parish except those in a small area of the end of Soss Moss, Chelford Road and Nursery Lane. The Clerk has asked for mailings to be sent to all in Nether Alderley but it has been explained that this won't be

possible. Extra site notices have been offered to the Parish Council to display in these areas.

- The Clerk has requested that the Parish Council has a table at the event. ***The Parish Council approved attendance at the event on a Parish Councillor rota and to provide opportunity for residents to pass on their written comments to the Parish Council at the event.***
- The consultation commences on 31<sup>st</sup> January and finishes on 13<sup>th</sup> March 2015.
- The Parish Council discussed and confirmed that residents should be encouraged to respond to Cheshire East Council direct as the only mechanism to ensure that their views are considered within the consultation.
- The Parish Council considered the continued support expressed by local residents for an open meeting with Councillor Jones, further to discussion at the Parish Council meeting in October 2014 attended by Councillor Michael Jones, Leader of Cheshire East Council. The Chairman and Clerk of the Parish Council have pursued the request through Cheshire East Planning Department. A response has not yet been received.  
***The Parish Council resolved that, if a response has not been received by Wednesday morning, the Clerk should make a request for an open meeting direct to Councillor Jones' office and extend the invitation to members of Cheshire East Planning and representatives of MSP and Bruntwood.***
- The Clerk gave details of communication from the Local Access Forum which has been asked for opinion as part of the consultation process.
- The Clerk passed around communication from a local resident regarding housing development
- The Parish Council discussed communication from a local resident who had written to the Chairman of the Parish Council in relation to the Alderley Park consultation.
- The Parish Council discussed the formulating of a Parish Council response to the Alderley Park Draft Development Framework document and resolved to call a meeting further to the open event and open meeting, to give residents the opportunity to communicate their opinions to the Parish Council in preparation for the Parish Council formulating its response.
- The Parish Council confirmed the mechanisms put in place to provide local residents the opportunity to communicate opinion to the Parish Council: forthcoming open event; e-mailed correspondence as advertised through the Parish website, notice boards and Parish Plan mailing system; public open meeting.
- The Parish Council has been informed of, and sent a copy of, a questionnaire devised by NALF (Parish Plan Steering Group) that the Group intends to distribute to the community.

\*Councillor Walton returned to the meeting

## **6.2 S106 Provision**

Mrs. Shufflebottom and Mr. Clarke have requested advice from Cheshire East Council over the correct approach to registering s106 projects with the Council.

***The Parish Council resolved to discuss further, in relation to consideration of suitable Nether Alderley projects, including the renovation of the Parish Hall, once advice has been received.***

## **6.3 Parish Hall repairs**

The Clerk received communication, passed on to the JMC Clerk by the Parish Hall Caretaker, that a crack had been noticed in the wall on the Parish Hall. As a matter of urgency, the Clerk contacted the Structural Engineer involved in previous assessments of

the Parish Hall who will inspect the wall on Wednesday morning, to determine whether this is the same as previously noted or whether further deterioration has occurred. The Clerk passed around copies of correspondence from the Structural Engineer, in relation to loadings in the upper room, resulting from an assessment in 2012, that had been passed on to Parish Councillors and the PCC after inspection.

The Parish Council considered and approved the following course of action, as recommended by Parish Council members of the JMC, who were asked, at the January Parish Council meeting, to consider a way forward in relation to Parish Hall renovations and repairs:

- The proposal to set up a joint 'project group' to consider and identify aspects of the Hall in need of repair and renovation, comprising members of St. Mary's, the Parish Council and possibly members of the local community. The aim of the Project Group would be to reach conclusions as to the future vision of the Parish Hall in order that architect plans can be drawn up and an estimate of costs established for any works required.
- Communication from the Parish Council Chairman to the members of St. Mary's PCC and Church Wardens, asking whether St Mary's would be in support of working together with the Parish Council, within a project group, to begin a process of considering the future vision of the Parish Hall, with the end result of obtaining mutually acceptable architect plans that take in to consideration planning and listed building requirements. This was agreed at a meeting on 26th January and the Parish Council is awaiting a response from St. Mary's.
- Contribution, by the Parish Council, of a mutually agreed and appropriately qualified architect to draw up plans, using the budgeted funding of £1800 and Parish Council reserves, should extra funding be required, providing that the Parish Council considers the amount reasonable and acceptable.
- That a Project Group makes contact with the Cheshire Community Action Parish Hall's specialist advisor, as suggested by Cheshire Association of Local Councils, for guidance and advice.

The Clerk outlined VAT requirements and advice from Cheshire Association of Local Councils, in relation to Parish Hall works. Cheshire Association of Local Councils can provide financial and other advice, if a renovation project evolves. The Clerk drew attention to the requirements laid down in the Parish Council's financial regulations regarding estimates of cost and tendering.

*The meeting closed for arrival of a local resident attending to explain that the Nether Alderley Looking Forward Parish Plan Group is proposing to distribute a questionnaire to local residents in the relation to the future of Alderley Park.*

*The resident left.*

*The meeting was re-convened*

***The Parish Council agreed that, as the questionnaire was independent of the Parish Council it would, at the discretion of the NALF Steering Group, be pleased to have sight of comments made by local residents on responses to the questionnaire.***

#### **6.4 Mausoleum and Parish Hall Storage**

A request has been received from the JMC, to ask whether the Parish Council would consider permitting the instating of an additional cupboard in the Mausoleum and storing 3 pews currently housed in the Parish Hall upper room.

The Parish Council discussed and considered the request, the storage of appropriate items in the Mausoleum and the restrictions for storage at the Parish Hall.

***The Parish Council resolved to approve the request, pending a visit to the Mausoleum to assess space available.***

# Mrs. Reynolds left the meeting

#### **6.5 NALF Parish Plan Mailing List**

Further to consideration at its last meeting, the Parish Council discussed a request from the Nether Alderley Looking Forward Steering Group (NALF) that the Parish Council takes over the resident mailing list created by NALF, to use for Parish Council purposes.

The Parish Council resolved to approve that it would take control of the mailing list under the following conditions:

- A mailing sent by NALF to all those on the list explains the passing of the database to Nether Alderley Parish Council, asking that those on the list 'opt in' to the transfer. All residents not responding should be taken off the list, as their permission will not have been granted
- The Clerk has added approved wording to the Parish Council's Data protection notification, explaining that the Parish Council controls data for the purposes of passing on information about Parish Council business and local information to residents. ***The Parish Council resolved to approve additional wording to the Data protection notification entry.***
- The password accessing the data to the 2 mailing systems (for mass mailing and for receipt of individual e-mails) is changed

The Clerk will receive arrange training from NALF to use the system. The Parish Council will take over the system from 14<sup>th</sup> February 2015.

#### **6.6 Rural Lanes, Local Access Forum**

Mrs. Walker attended a meeting held for Parish Councillors by the Rural Lanes Subgroup of the Local Access Forum. The Clerk explained the nature and purpose of the Forum, following communication with the group.

The Parish Council agreed that information about the Local Access Forum should be passed on to the Parish Plan Speed and safety Working Group. The Clerk has confirmed with the LAF that this would be in order.

Mrs. Walker has been given a copy of a map of the local area for the Parish Council to mark areas of particular concern in relation particularly to 'vulnerable user groups' eg walkers, cyclist and horse riders.

***The Parish Council approved that Mrs. Walker and the Clerk liaise with the Parish Plan Speed and Safety Sub group and that any concerns identified by the sub group could be considered in the Parish Council's feedback to the Local Access Forum.***

#### **6.7 Congleton Road Speed Survey**

Speed survey results have been received but not analysed.

Speed survey results have been shared with the Parish Plan Speed and Safety Working Group. Any matters identified by the Working Group will be passed on to the Parish Council.

### 6.8 Communication from Local resident to Parish Council Chairman

The Parish Council considered and discussed correspondence received, to pass back to the Chairman.

***It was resolved, due to timing of the meeting, that the following agenda items should be transferred to the next meeting:***

#### **Inspector's comments, Local Plan**

**Burial Ground communication, tree in field adjacent to Burial Ground**

## 7. Finance

### 7.1 Receipts

There were no receipts

### 7.2 Payments made prior to meeting.

1133 Henshaws Waste collection £39.28 (£32.74 plus £6.54 VAT) E,F,G

### 7.3 Payments

The Clerk reported that Fire Queen had carried out the annual inspection of the Mausoleum Fire Extinguisher in November 2014 and that new parts had been provided, as required. The Clerk explained the costs and the invoice from St. Mary's, who arrange the annual inspection, in conjunction with the Parish Hall and Church.

1134 PCC St. Marys' Alderley £23.65 Fire Extinguisher inspection in Mausoleum  
A,B,C

1135 Axiom Traffic Ltd £360.00 (£300 plus £60.00 VAT) Speed Survey M

1136 Henshaws Waste collection (December 2014) £39.28 (£32.74 plus £6.54  
VAT) E,F,G

1137 Cheshire West and Chester Cheshire Pension Fund Pension contribution,  
February 2015 £129.87 H

1138 Clerk's Salary, February 2015 £520.03 H

### 8.3 Direct Debit

Utility Warehouse Parish Hall electricity, December 2014 £468.29 (£390.24 plus £78.05  
VAT) Debited on or after 31<sup>st</sup> January 2015 E,F,G

### 8.4 Clerk's Expenses.

The Parish Council approved payment of expenses of £127.73 travel costs and £117.17 administration costs, to send to the Payroll Provider CVS Cheshire East.

***Payments were proposed by Mrs. McKeown, seconded by Mr. Lewis and approved by resolution of the Parish Council.***

## **8. Policies and Procedures.**

### **8.1 Review of Financial Regulations.**

The Clerk explained that new model Financial Regulations have been produced by the National Association of Local Councils, that include provision for electronic payments.

***The Parish Council considered and approved amendments to the Parish Council's current Financial regulations for continued use pending consideration of the new model Financial regulations at a future meeting.***

***Proposed by Mrs. McKeown and seconded by Mr. Colgan***

### **8.2 Review of Banking Arrangements.**

***The Parish Council reviewed and considered the Parish Council's bank mandate and banking terms and resolved to approve to continue with the Parish Council's current banking arrangements.***

## **9. Correspondence.**

### **9.1 Route Management Study, B5087**

Cheshire East Council has requested the Parish Council's opinion on the B5087, as part of its Route Management study. The Parish Council has been invited to an open event to pass on opinion to Cheshire East Highways Officers.

***The Parish Council resolved to respond that it supports mechanisms for speed limit reduction for safety purposes along this narrow and winding rural lane.***

### **9.2 Legislative Reform, Parish Council agendas**

The Clerk explained that information had been received that Parish Council meeting agendas can now be sent electronically to Councillors.

### **9.3 Community Pride Competition**

***The Parish Council resolved not to enter the competition this year.***

***It was resolved, due to timing of the meeting, that the following agenda items should be transferred to the next meeting:***

**Overtaking on the Alderley Edge Bypass**

**Further legislative reform**

**Neighbourhood Planning**

## **8 Planning**

There were no new planning applications

Minutes taken by: the Clerk.

Minutes confirmed and approved at the Nether Alderley Parish Council meeting on Monday 9<sup>th</sup> March 2015.

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

**Parish Council Powers:**

**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 Power to contribute towards expenses of cemeteries C  
Local Government Act 1972, s.214

**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**

LGA 1972 s111 H

**Audit**

Audit Regulations 1996 I

**Parish Plans** S141 LGA 1972 J

**Benches**

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

**Litter bins**

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

**Power to carry out research**

LGA 1972 S 141 M

**Section 137**

Local Government Act 1972. Power to do something that will benefit the community where there is no other specific power covering the action; it cannot be used retrospectively. Can spend up to £6.44 per elector in 2011 and 2012. Expenditure must be commensurate with the benefit N