

## NETHER ALDERLEY PARISH COUNCIL

### Minutes of the Parish Council Meeting held at 7.00 pm on Monday 7<sup>th</sup> April 2014 at Nether Alderley Parish Hall.

In the Chair: Mr. Clarke

Also present: Mr. Colgan and Mrs. Shufflebottom, Cheshire East Councillor George Walton and Mrs. Langham (the Clerk)

Prior to the meeting, Mrs. Youatt, St. Mary's Church Archivist, attended to give details of the September Family History weekend. Parish Councillors discussed how the Parish Council could be involved with the event, which has been extended into a Nether Alderley Community event that will incorporate local information connected with the first World War.

#### 1. **Apologies**

Apologies were received from Mr. Lewis, Mrs. McKeown, Mrs. Reynolds and Mrs. Walker.

#### 2. **Approval of Minutes.**

The Minutes of the Parish Councils meeting held on Wednesday 12<sup>th</sup> March 2014 were confirmed as a true and accurate record and approved **by resolution of the Parish Council.**

#### 3. **Declarations of Disclosable Pecuniary Interests**

No declarations were made.

#### 4. **Declarations of Interests Conflicting with the Nolan Principles.**

No declarations were made.

#### 5. **Matters Arising.**

##### 5.1 **Cheshire East Core Strategy: Submission version.**

***The Parish Council resolved to move the discussion relating to the Core Strategy Submission version and decision regarding details of response, to a further meeting to be convened specifically for that purpose, due to time available at the present meeting and to allow the opportunity of involvement of a greater number of Parish Councillors.***

##### 5.2 **Speed Camera, Congleton Road**

The Clerk reported the response from Mr. Rob Welch, Traffic and Road safety team, Cheshire East Highways, regarding policies relating to speed camera positioning. He concluded that there are no current plans to reposition the camera and that installation/re-positioning currently relates to collisions rather than speed alone.

***The Parish Council resolved that the response should be communicated to the Parish Plan Speed/safety working group.***

##### 5.3 **Green Container, off Sand Lane.**

The Clerk reported the response from the Planning Enforcement Officer regarding an enquiry made.

#### 5.4 A537 Route Management Study.

The Clerk reported a response regarding proposals made for the A537 and confirmation that the speed along Bollington Lane will be considered as part of an A34 route management study.

### 6. Correspondence.

#### 6.1 Parish Councillor Resignation.

The Parish Council confirmed receipt of a letter of resignation from Mrs. Worthington and confirmed her resignation from the Parish Council.

Mr. Clarke expressed gratitude to Mrs. Worthington for her time on the Parish Council and her contributions to the work of the Council, particularly as a Parish Council representative in the development of the Parish Plan.

***The Parish Council resolved to approve that the process should be initiated for appointing a new Councillor. Proposed by Mrs. Shufflebottom and seconded by Mr. Colgan.***

#### 6.2 Planning Application consultations.

Parish Councillors expressed concern that Cheshire East Council has introduced a new policy whereby hard copies of planning applications will no longer be sent to Parish Councils. Parish Council's will receive electronic notification only.

The Parish Council discussed the potential difficulties with accessing and reading online plans in the Parish Hall environment.

***The Parish Council resolved that the Clerk should make enquiries about the possibility of paying for hard copies.***

### 7. Finance.

#### 7.1 Receipts

Purchase of Grave	J.A. Whiston	£1200.00
Half precept	Cheshire East Council	£7,350.00
Council tax support grant	Cheshire East Council	£282.00
Additional inscription memorial	J. Jennings and Son	£30.00

The Clerk explained communication regarding Grave payment.

#### 7.2 Paid Prior to the meeting.

1084 Cheshire East Council Litter bin £286.80 (£239 plus £47.80 VAT) L

#### 7.3 Payments to make

***The Parish Council resolved to approve continued membership of the Cheshire Association of Local Councils.***

***The Parish Council resolved to approve continued uptake of the Ill health insurance cover, through Hymans Robertson LLP.***

1085 Cheshire Association of Local Councils Annual membership fee £156.20 H

- 1086 Legal and General Ill health pension insurance, annual deposit premium £76.76 H
- 1087 Mr. P. Gee Burial Ground mole clearance £30.00 A,C
- 1088 Cheshire Association of Local Councils Parish Councillor induction course  
£30.00 H
- 1089 Henshaws Waste Collection March 2014 £37.42 (£31.18 plus £6.24VAT)  
A,C,E,F,G

#### **7.4 Direct debits for approval:**

Utility Warehouse Parish Hall electricity, February 2014 Direct Debit £285.25 (£237.71 plus £47.54 VAT) E,F,G

***Payments were proposed by Mr. Clarke, seconded by Mr. Colgan and approved by resolution of the Parish Council.***

#### **7.5 Bank Reconciliation to 31<sup>st</sup> March 2014**

***The Parish Council considered and resolved to approve the bank reconciliation to 31<sup>st</sup> March 2014, together with Bank printout statements at 31<sup>st</sup> March 2014.***

***The Bank reconciliation was proposed by Mrs. Shufflebottom, seconded by Mr. Colgan and approved by resolution of the Parish Council***

#### **7.6 Comparison of receipts/expenditure to budget headings at 31<sup>st</sup> March 2014.**

***The Parish Council considered and resolved to approve the analysis of receipts and expenditure in comparison with budget headings to 31<sup>st</sup> March 2014.***

***Proposed by Mr. Colgan, seconded by Mrs. Shufflebottom and approved by resolution of the Parish Council.***

#### **7.7 Approval of cash book entries 2013/14**

The Parish Council considered and resolved to approve the signing of the Receipts and Payments book/ Cash book by the Chairman and Clerk that details all receipt and payment transactions for the year 2013-14.

#### **7.8 Approval of Accounts 2013/14**

The Clerk presented the accounts for the financial year 2013-14.

The Parish Council considered the accounts, together with the explanation of differences from accounts 2012-13.

***The Parish Council resolved to approve the Nether Alderley Parish Council accounts for the financial year 2012-13.***

***Accounts were proposed by Mrs. Shufflebottom, seconded by Mr. Colgan and approved by resolution of the Parish Council.***

#### **7.9 Approval of Accounting Statements 2013/14 on Annual Return**

***The Parish Council considered and resolved to approve the recorded figures on the Accounting Statements section of the Annual Return. Proposed by Mrs. Shufflebottom, seconded by Mr. Colgan and approved by resolution of the Parish Council***

## 8. Planning.

There were no new planning applications to consider.

The Parish Council noted Cheshire East Council's decision for approval of Planning application 13/4814M, Change of Use of horticultural packing shed to residential dwelling with double garage, Yarwoods Farm, Bollington Lane

## 9. Policies and Procedures.

### 9.1 Internal Audit

JDH Business services has appointed a date of 24<sup>th</sup> April 2014 for receipt of all documentation for the internal audit 2013/14. The Clerk will ensure that all the requested documentation is passed over for this date.

### 9.2 External Audit.

BDO has appointed 24<sup>th</sup> June 2014 as the Parish Council's date for External Audit. The Clerk will ensure that the public notice advertising the end of year accounts and audit is advertised on or before 12<sup>th</sup> May to 25<sup>th</sup> May, as instructed, and that the accounts and other documentation are available for public inspection from 27<sup>th</sup> May to 23<sup>rd</sup> June 2014.

### 9.3 Conflict of Interest – audits.

Parish Councillors present confirmed that they have no conflict of interest with the appointment of either JDH Business Services or BDO as Auditors to the Parish Council.

### 9.4 Internal and External Audits and Approval for Committee Meeting.

In recent years, a Working Group has been given the responsibility of carrying out the annual review of internal audit, review of effectiveness of internal systems of control, appraisal of the Annual Return's Statement of Accounts and Annual Governance Statement, appraisal of the results of the internal audit and appraisal of the VAT Return form to be sent to HMRC.

***The Parish Council resolved to approve that a Working group of any 3 Councillors available meet with the Clerk to carry out reviews and appraisals as defined in minuted reference 9.4 and to produce a report on their findings which can then be considered by the full Parish Council at its meeting in May.***

### 9.5 Review of Standing Orders

***The Parish Council resolved to consider and approve new Standing Orders at a further meeting.***

### 9.6 Appraisal of Clerk's hours worked 2013/14

The Parish Council appraised and approved a time sheet of hours worked by the Clerk in 2013-14.

### 9.7 Appraisal of Clerk's Annual leave 2013/14

The Parish Council considered and approved the Clerk's annual leave taken in 2013/14.

## 10. Burial Board.

The Parish Council signed and witnessed the seal for the deed to Grave 52.

**Next Meeting:** Meeting to be arranged for next week, to discuss the Local Plan and approve new Parish Council Standing Orders.

Annual Meeting, AGM and Ordinary Parish Council meeting Tuesday 13<sup>th</sup> May 2014

Minutes taken by: the Clerk.

Minutes confirmed and approved at the Nether Alderley Parish Council meeting on Tuesday 13<sup>th</sup> May 2014

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 **K**  
Parish Councils Act 1957, s.1

**Litter bins**

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

**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