

NETHER ALDERLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.00 pm on Tuesday 13th May 2014 at Nether Alderley Parish Hall.

In the Chair: Mr. Clarke

Also present: Mr. Colgan*, Mr. Lewis^, Mrs. McKeown, Mrs. Reynolds, Mrs. Shufflebottom, Mrs. Walker, Cheshire East Borough Councillor George Walton and Mrs. Langham (the Clerk)

1. Apologies

There were no apologies for absence.

2. Declarations of Disclosable Pecuniary Interests

No declarations were made.

3. Declarations of Interests Conflicting with the Nolan Principles.

Mrs. McKeown declared an interest in Planning Application 14/1697M, Erection of rear conservatory, The Cottage, Soss Moss Lane, Nether Alderley, on account of knowing the owners of the property.

4. Applications for Dispensations

None made.

5. Approval of Minutes

The Minutes of the Parish Council meetings held on Monday 7th April 2014 and Tuesday 15th April 2014 and the Burial Board, Planning meeting and Burial Ground Inspection held on Monday 28th April 2014 were confirmed as a true and accurate record and approved **by resolution of the Parish Council.**

6. Matters Arising

6.1 Parish Plan

Mr. Clarke reported a meeting he had had with members of the Parish Plan Speed and Safety Group.

Mr. Clarke reported correspondence from the Parish Plan Communications Group regarding sale of land on Congleton Road that is currently owned by Astra Zeneca.

The Parish Council considered and discussed the correspondence and approved a response to the communication.

The Clerk gave details of correspondence from a local resident to Councillor Walton, in response to proposed traffic changes at Monks Heath.

6.2 Events attended by Parish Councillors.

Mrs. Shufflebottom reported on the Superfast Broadband 'switch on' event in Alderley Edge.

Mr. Clarke and Mrs. Shufflebottom reported on the Alderley Park launch event.

The Parish Council resolved to approve letters to be sent to Cllr. Michael Jones, Cheshire East Leader, and Mr. Oglesby, CEO Bruntwood. The Parish Council

resolved that a request should be included for opening communication with the owners of Alderley Park.

Mr. Lewis reported on a Planning Seminar, organised by Cheshire Association of Local Councils.

Mrs. McKeown reported on a meeting that local residents had had with staff at the Saddlebridge Unit.

6.3 Local Plan

The Clerk reported correspondence received from NARPA regarding the Local Plan and future of Alderley Park.

6.4 Family History Weekend.

The Parish Council discussed the forthcoming Family history and World War One community event, to be held at St. Mary's Church and the Parish Hall in September.

The Parish Council resolved that Mr. Colgan should speak with Mrs. Youatt about the Parish Council's contribution to the event.

6.5 Welsh Row Notice board repairs.

The Parish Council resolved to approve that Mr. Colgan should apply wood treatment to the Welsh Row notice board to preserve the wood.

*Mr. Colgan left the meeting

6.6 Planning Application Consultations.

The Clerk reported the response from Mr. Hooley at Cheshire East Development Management (Planning), in relation to the cessation of distribution of hard copies of planning applications.

Mrs. Shufflebottom reported a conversation with a Cheshire East Officer who is considering the matter further.

6.7 Parish Councillor Resignation.

Further to public notification of the recent Parish Councillor resignation and opportunity for local residents to call an election, the Parish Council has been given authorisation by Cheshire East Council Democratic Services, to fill the Councillor vacancy by co-option.

The Parish Council resolved to approve that notices are placed in notice boards advertising the vacancy.

6.8 Nether Alderley Roundabout.

The Clerk explained recent conversations with Cheshire East Council Officers regarding the grass cutting schedule for Nether Alderley roundabout.

The Parish Council resolved that it would be in support of the status of the roundabout being changed, so that it could be landscaped and managed by Streetscape with regular maintenance.

Mr. Davies, Cheshire East Highways, will investigate this possibility further but has agreed to additional grass cuts in the meantime, increasing the regular schedule from one per year, as applies at present due to the roundabout's 'rural' status, to four cuts per year.

Should the transfer to 'enhanced' status not be possible, the Parish Council will continue to pursue the possibility of the roundabout being sponsored. An Officer from

Cheshire East Council has confirmed to the Clerk that the new policy for sponsorship has still not been completed, so this route cannot be pursued at present.

6.9 Grass Verge damage.

The company whose vehicle mounted the grass verge opposite Welsh Row and caused damage to the verge, has responded with a request for a quotation to repair the damage.

The Parish Council resolved to approve that the Clerk could pass on the details of the request to Cheshire East Council, so that they can provide an appropriate quotation and arrange for the repair to be carried out.

6.10 Local Plan.

Councillor Walton initiated discussion regarding the future stages of the Local Plan and priorities for the local area.

7. Finance

7.1 Receipts

BACS	£300	Albert R Slack	Burial Grave 261
492	£600	J. Jennings and Son	Burial Grave 266

7.2 Payment Rescinded

1088 Cheshire Association of Local Councils Parish Councillor induction course
£30.00 H

Fee for course cancelled by Cheshire Association of Local Councils due to problems with organisation of the venue

7.3 Payments to make

1093	CVS Cheshire East	Payroll Services 2014-15	£96.00	H
1094	JDH Business Services	Internal Audit fee	£168.48 (£140.00 plus £28.08 VAT)	I
1095	Cheshire Association of Local Councils	Planning seminar attended by Mr. Lewis	£20.00	H
1096	Henshaws	Waste collection	£39.28 (£32.74 plus £6.54 VAT)	A,C,E,F,G
1097	Mrs. P. Langham	Clerk's salary April 2014	£508.84	H
1098	Cheshire West and Chester	Cheshire Pension Fund	April 2014 Pension contribution £127.08	H

7.4 Direct Debits approved

Utility Warehouse Parish Hall Electricity March 2013.
£474.67 (£395.56 plus £79.11) to be debited on or after 30th April 2014 E,F,G

The Parish Council approved that the Clerk should write to St. Mary's PCC and treasurer regarding the under seat heating in the main hall.

7.5 Payroll Submissions approved

Clerk's telephone and broadband contribution 14.3.14 to 13.5.14 and stationery £84.23 (£78.39 plus £5.84 VAT)

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

8. Policies and Procedures

8.1 Internal Audit 2013-14

The Clerk presented the results of the Parish Council's Internal Audit, which had been forwarded to Parish Councillors, together with the Internal Audit report prepared by JDH Business Services, prior to the meeting.

JDH Business Services Ltd has concluded, in its report, the following:

“On the basis of the internal audit work carried out, which was limited to the tests indicated above, in our view the council's system of internal controls is in place, adequate for the purpose intended and effective, subject to the recommendations reported in the action plan overleaf”.

The tests undertaken were detailed on the Internal Audit report that had been sent to all Parish Councillors.

On the basis of the Internal Audit, JDH Business Services identified the following issues and recommendations:

Issue One: Staff costs disclosed in the annual return include a £96 fee to CVS for Payroll agency services.

Recommendation: This is not a staff cost, in future it should be included in other payments as an administrative cost.

Issue two: A litter bin was purchased for £286.80 (cheque 1084), however we could not locate this as an addition in the asset register.

Recommendation: The Asset register should be kept up to date for all asset purchase

Parish Council Response to Internal Audit:

Nether Alderley Parish Council considered and approved the results of the Internal Audit 2013-14.

The Clerk confirmed that the litter bin had been added to the Parish Council's computerized Asset Register at the time of purchase. However, the Asset Register submitted for Internal Audit had been the last reviewed, approved and signed paper copy, reviewed in February 2014, prior to the purchase of the bin.

The Parish Council resolved to approve the following responses to the recommendations made at Internal Audit:

The Parish Council resolved that payroll costs should be included under the heading 'administration costs' rather than Employee costs in future preparation of accounts and annual return.

The Parish Council resolved that, in future, the Clerk should submit the updated version of the asset register to the auditor, together with the most recently reviewed copy. The Parish Council confirmed that assets should be added to the Register as purchased.

The Parish Council considered and resolved to approve the Nether Alderley Parish Council Asset Register, with the inclusion of the new litter bin.

9. Planning

New Applications:

14/1697M
Erection of rear conservatory
The Cottage, Soss Moss Lane, Nether Alderley

***Parish Council approved response:
No objection***

14/1944W
Variation of condition 4 (for the site to be restored in accordance with the approved scheme by 28 April 2014) on application CY/5/06/2940 to allow for a revised restoration scheme Mere Farm Quarry, Chelford Road, Nether Alderley

Parish Council approved response:

The Parish Council, in principle, has no objection to an extension of time for quarry operations.

At present, however, the Parish Council objects to the application as there are elements of the plans that were not discussed at Quarry Liaison Committee meetings and significant aspects of the development, restoration scheme and public access that the Parish Council does not have information about. The Parish Council, therefore, cannot make an informed decision about the application at this point.

The Parish Council has significant concerns that Condition 42 wasn't fulfilled at the last application and is concerned about the non-compliance with this condition.

The Parish Council has asked Councillor George Walton if he could convene a further Quarry Liaison meeting to obtain clarification about aspects of the intended plans and future restoration of the site.

The Parish Council asks that there is an extension of time for responses to the application, in order that the information necessary to make a judgement about the proposals can be sought and clarified.

The Parish Council requests that a further Quarry Liaison meeting is convened as soon as possible.

The Parish Council resolved that it would consider the plans again once a Quarry Liaison meeting had been held.

14/2112M

Treehouse (Retrospective application)
Parkfield, Congleton Road, Nether Alderley

Parish Council approved response:

No objection

14/0992M

Change of the ground floor of a barn and associated land from agricultural to dog day care use. Retrospective.

Dumvilles Farm, Chelford Road, Nether Alderley

Parish Council approved response:

The Parish Council concurs that there should be a limitation on size of the development as it is conscious of the noise created by dogs barking and its impact upon the neighbouring area.

Planning responses were proposed by Mr. Clarke, seconded by Mrs. Reynolds and approved by resolution of the Parish Council.

^ Mr. Lewis left the meeting

10. Correspondence

10.1 Cheshire East Highways Maintenance Work

The Clerk had forwarded information regarding highways maintenance and gully clearing, received from Cheshire East Council, to all Councillors prior to the meeting. Councillors confirmed receipt of the information.

10.2 Insurance briefing.

The Parish Council received advice from Came and Company insurance brokers regarding expectations relating to Fidelity Guarantee.

The Clerk explained the parameters required.

The Clerk explained that she had contacted the company to confirm that it was acceptable not to bank cheques immediately but to wait until burials had taken place. This had been confirmed as acceptable.

The Parish Council resolved that there was no further action or changes to its procedures required.

11. Burial Board

The Parish Council resolved to purchase a new bench for the new Burial Ground, to replace the two that have perished and to attach the commemoration plaques from the old benches to the new one. The Parish Council instructed the Clerk to speak to Mr. Lewis, who sourced the Jubilee bench, and make a purchase within the price range of £500 - £750.

Mrs. Shufflebottom explained that she had approached the Parish Plan Pride of Nether Alderley Group. The Group had kindly agreed to refurbish the bench and bollards at the front of the Parish Hall.

The Parish Council expressed its gratitude and resolved to approve the Group carrying out this work. The Parish Council approved purchase of the materials for the work.

Next Meeting: Tuesday 10th June 2013 at 7 pm

Minutes taken by: the Clerk.

Minutes confirmed and approved at the Nether Alderley Parish Council meeting on Tuesday 10th June 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 Parish Councils Act 1957, s.1 **K**

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