NETHER ALDERLEY PARISH COUNCIL
ORDINARY MEETING
To be held at the Village Hall at 6.30pm, Tuesday 11th November 2025

To members of Nether Alderley Parish Council **5th November 2025**

You are hereby summoned to attend the Ordinary Meeting of Nether Alderley Parish Council to be held at 6.30pm on Tuesday 11th November at the Nether Alderley Village Hall. Members of the public and press are welcome to attend.

Gill Ayres
Clerk and Responsible Financial Officer to Nether Alderley Parish Council
clerk.napc@gmail.com 07717 244 537

AGENDA

1. **WELCOME & ATTENDANCE**
   To welcome attendees, record attendance and introduce new Clerk.

2. **APOLOGIES**
   To accept apologies for absence.

3. **DECLARATIONS OF INTEREST**
   To receive Declarations of Interest, note amendments to Declaration of Interest forms, and consider any Applications for Dispensations.

4. **MINUTES OF PREVIOUS MEETINGS**
   To approve the Minutes of the Parish Council Meeting held on 14th October 2025 *(See Appendix A attached).*

5. **PUBLIC FORUM**
   To receive representations from members of the public. Each topic should last no longer than 10 minutes.

6. **CASUAL VACANCY**
   To discuss recent resignation and agree process for recruiting new Councillor.

7. **UPDATE FROM CEC COUNCILLOR**
   To receive update from CEC Councillor, Mr Anthony Harrison.

8. **VILLAGE HALL**
   a) To consider parking arrangements and agree way forward

b) To consider nature of caretaker / facilities manager role and approve recruitment or tender process
c) To note progress on Scribe booking system and review bookings to date
d) To receive report from Marketing Group

9. LENGTHSPERSON

To consider nature of Lengthsperson role and approve recruitment or tender process.

10. WEBSITE

To note progress and agree way forward for implementation of Aubergine website and new .gov.uk emails, including a clear timeline and responsibilities.

11. FINANCE

To approve schedule of receipts and payments *(See Appendix B - to follow)*

B1 Receipts of income
B2 Invoices for payment
B3 Direct Debits / Standing Orders
B4 Clerk's salary and expenses

To review the budget for 2025-2026 against spend and approve bank reconciliation to end Oct 2025 *(See Appendix C - to follow)*

12. NEIGHBOURHOOD PLAN

To note progress since Section 12 consultation ended on October 20th and agree responses to questions from Independent Examiner.

13. PLANNING APPLICATIONS *(see Appendix D attached)*

a) To consider applications received for consultation and agree responses
b) To note decisions on previous planning applications
c) To consider any other planning matters.

14. POLICIES

To approve the following updated policies

a) Health & safety *(See Appendix E attached)*

15. NOTICEBOARDS

To agree location and type of noticeboards for Village Hall.

16. BOUNDARY SIGNS

To receive report from outgoing Clerk on arrangements for the purchase and installation of 3 signs.

17. DEFIBRILLATOR

a) To agree process for carrying out status checks, replacing pads and recording them on "The Circuit" (National Defibrillator Network)

b) To consider purchase of new machine for Alderley Park

18. CHRISTMAS TREE

To consider quotes received and agree way forward.

19. DEVOLUTION

To consider responses to Cheshire East survey on “Thinking Ahead”.

20. EXCLUSION OF PRESS AND PUBLIC

To pass a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press from the meeting during discussion of the next item (part 2 of the meeting) by reason of the confidential nature of discussions on staffing matters.

21. CLERK / RFO CONTRACT

To agree the contract for the new Parish Clerk.

22. MATTERS OF INFORMATION & ITEMS FOR FUTURE AGENDA

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

23. DATE OF NEXT MEETING

To confirm date and time of next meeting as 6.30pm on 9th December at the Village Hall.

APPENDIX A

Nether Alderley Parish Council

Minutes of the Parish Council Meeting held on Tuesday 14th October 2025 at 6.30pm at The Village Hall Church Lane Nether Alderley

In the Chair Cllr. Lesley Gleave .

Parish Councillors present: Cllrs: Sue Clarke, Geoff Linnell (via Zoom), Mandy Kirk, Angela Farrell, Sue Joseph, Rachel Horsefield and Melanie Connor.

Also present: David Naylor Parish Council Clerk.

Members of the Public: David Fairbotham Village Hall Caretaker.

1. **Apologies for absence:**; Cheshire East Chelford Ward Councillor (which includes Nether Alderley) Cllr. Anthony Harrison.

2. **To receive Declarations of Interests**

   - To declare disclosable pecuniary interests (Councillors with disclosable pecuniary interest(s) must leave the room for the relevant items). There were none.
   - To declare interests conflicting with the Nolan principles/non-pecuniary interests. There were none.
   - To allow Councillors to consider amendments required to their Declaration of Pecuniary Interest forms. There were none except for Cllrs. Horsefield and Clarke who would be submitting forms which the Clerk had supplied.

3. **To consider and approve Applications for Dispensations**. There were none.

4. **To resolve to approve the Minutes of the Nether Alderley Parish Council Meeting held on 9th September 2025.**

   It was **RESOLVED** to approve the Minutes subject to the addition of: 2 free events per term for the School (Minute 15) and Cllr. Horsefield's Google Analytics information sent ahead of the meeting (Minute 16). A copy of the updated minutes has been circulated to all members and added to the Website.

5. **Public Presentation**

   To adjourn the meeting to receive representation from members of the Nether Alderley Parish.

   The Village Hall Caretaker was present and he advised the Council that he intended to stand down from his role because it had become too busy.

   He was thanked for his long service and his considerate means of exit from his role. He would be available until his replacement had been found and would continue to assist if the role was in some way split. This would be born in mind by the Council in sourcing a replacement.

6. **The Meeting was then resumed**

7. **Filling the Vacancy for the Parish Clerk**. Interviews were held on the 16th September. The interview panel recommended the appointment of Gill Ayres. Gill will commence work on the on Monday 20th October. The Clerk is on holiday the 20th, 21st and 22nd October and will meet her at the Village Hall 1.30pm on the 23rd to start the process of bringing her up to speed on NAPC issues and systems. In the meantime he will send her the October Agenda and papers, October Minutes, Standing Orders and Financial Regulation and her Job Contract and her employee information sheet to complete. The Clerk will work with her until the November Council and the end of November and will remain available to assist her with any issues in the future.

8. Neighbourhood Plan Progress

This is currently in the Section 12 consultation period organised by Cheshire East Council until 20th October. Following this, any amendments will be considered before the Plan, Design Codes and Guidance, Basic Conditions and Consultation Statements are sent to the independent inspector. The latter step will be the forerunner of the Local Referendum. The Clerk had approved the appointed inspector because of his work with Over Alderley and many other Parish Councils. The fact that Cheshire East is ready to send the documents to the inspector following the 20th is very positive in that they have no issues or concerns with them.

9. Net Budget Provision 01/04/25 to 31/10/25 and Bank Reconciliation **Enclosure 1 in the Agenda Documents Pack.** This was an accurate budget position statement up to the end of October because all payments and receipts had have been approved up to that date at this Council meeting. The report continued to show a very health budget situation which would allow the Council to fulfill its program of capital works and also keep within its revenue spending budget and achieve a surplus to populate next year's ear marked and general reserves.

In terms of Village Hall Hire income the Clerk showed the booking diary which was growing all the time. This was positive in achieving the budgeted income of £10,000. The new booking system would also be able to provide a good end of year forecast.

10. Approval of the VAT Claim for the month of August **Enclosure 2 in the Agenda Documents Pack.** It was **RESOLVED** to approve claim of £331.55

Proposed: Cllr. Farrel **Seconded** Cllr. Joseph

11. Finance Schedule (Appendix A)

11.1 **To note receipt of income, as listed in schedule (A1)**

Proposed: Cllr. Farrel **Seconded** Cllr. Joseph

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

Proposed: Cllr. Joseph **Seconded** Cllr. Connor

11.3 **To approve direct debit/standing order as listed in schedule (A3)**

Proposed: Cllr. Gleave **Seconded** Cllr. Farrell

11.4 **To consider and approve the Clerk's expenses as listed in schedule (A4)**

Proposed: Cllr. Gleave **Seconded** Cllr. Farrell

12. Annual Governance and Accountability Review (AGAR) 2024/2025

The external auditor had reported a clean audit and the Exercise of Public Rights from 30th September was displayed on our three notice boards and the website. **Enclosure 3 the Agenda Documents Pack** provides this evidence which will be required for the Internal Audit submission in April/May next year. This clean audit was a vindication in the way the Council had handled the very complex renovation of the Village Hall and the other work of the Council in 2024/25 not only in terms of the financial element but also in terms of its governance and accountability. The Cost of the audit shown in Appendix A is representative of the extra work of the auditors in analysing all this.

13. Broadband at the Village Hall.

The full-fibre BT Business Broadband and the Cloud Voice phone system at the Village Hall are both working well. The Clerk reported that he was acquiring a basic smart phone for the Caretaker. He had also researched the prospect of having a pop up display for guest users of the broadband regarding its acceptable use which was possible on the router by means of a so-called splash page which we could set. BT Business offers content filters, and DrayTek provides web content filtering to restrict guest users from accessing certain sites.

14. Cllr. Gleave raised the issue of acquiring a tablet computer. She thought the Hall's lights were capable of dimming by App. This would be useful for certain events, She would check that. She was given approval to work with the Clerk to acquire a tablet if the lights were capable of dimming.

15. Planning Applications Click on the links in **Blue** to Access the Application Docs

Application No:	**25/3701/HOUS**
Proposal	Ground and first floor side extension with internal reconfiguration to provide an additional ensuite bedroom and open-plan kitchen, dining and family area as well as a break-out games room located within the existing garage.
Location	Gardeners Cottage, 4 Pavilion Drive, Nether Alderley, Macclesfield, Cheshire East, SK10 4YU
Response Deadline	05-11-2025
NAPC Response	The Council has reservations about the size of the development and lack of permitted development rights.
Application No:	**25/3589/PIP**
Proposal:	Permission in principal for the erection of 2no. dwelling houses with associated external works, car parking and landscaping.
Location:	Land Adjacent To Cross Cottage, Chelford Road, Nether Alderley, Macclesfield, SK10 4SY
Response Deadline	15-10-2025
NAPC Response	The Council objects to this application due to its proximity to the Monks Heath Junction and its very poor access, the size of the site for 2 dwellings.
Application No:	**25/3534/HOUS**
Proposal:	Provision of a car port for two vehicles to replace a former detached garage.
Location:	Langdale Congleton Road, Alderley Edge, Cheshire East, SK9 7AD
Response Deadline	22-10-2025
NAPC Response	No objection from the Parish Council
Application No:	**25/3513/CLPUD**
Proposal:	Certificate of Lawful Use / Development - Proposed
Location:	Wyche Farm Soss Moss, Nether Alderley, Macclesfield, Cheshire East, SK10 4TU
Response Deadline	**07-10-2025**
NAPC Response	No objection from the Parish Council
Application No:	**25/3423/FUL**
Proposal:	Construction of two detached dwellings with new access (renewal of **20/1390M** & **23/1864M**).
Location:	Holme Acre Congleton Road, Alderley Edge, Cheshire East, SK9 7AL
Response Deadline	14-10-2025

NAPC Response	This is renewal of the approved planning application

Cllr. Joseph raised the issue of the new wall at Eagle Lodge Congleton Road which was well done but abuts the listed gate pillars and does not match. Cllr. Gleave will write to planners asking for their observations.

16. To consider any other Planning matters including decisions on Planning Applications:

25/2289/FUL - Refused

Proposal: Storage Building
Location: Field Southwest Of Bollington Lane, Nether Alderley, Cheshire East,
Decision Date: 25th September 2025

25/3419/PRIOR-6 – Prior Approval Not Required

Proposal: Prior Approval: Agricultural and Forestry Development
Prior approval for new agricultural road.
Location: Land South Of Artists Lane, Nether Alderley, Cheshire East, SK10 4UA
Decision Date: 30th September 2025

17. The Scribe Hall Booking System Diary

The Clerk provided an update on progress and a potential go live date. All customer codes with their discounts, venues and fees are now in the system and have been approved by Scribe following a request by the Clerk for them to log and confirm.

The system is very automated with a customer booking form which will populate the booking system and when approved will update Scribe Accounts and generate an invoice by email.
Scribe uses "Stripe Payments" which is fully integrated into their system and when payments have been made the booking system and scribe accounts will be updated as paid making bank reconciliation more easy. Stripe is very similar to Sum up and other payments systems in incurring a transaction fee 1.5% + 20p for standard UK cards and requires an account to be set up in Stripe. Payments would be made into this account and funds would be transferred to the Parish Council account within 7-10 days There is no upfront fee only the transaction fee.

The Clerk would ensure that the system was live on 1st November. He would ask scribe if they would transfer the Outlook Diary to the new booking system. However the Clerk was concerned how little information there was in the Outlook Diary to populate the booking calendar when the Scribe calendar is normally populated from a booking form. Anyway he will check what they can offer. The Clerk will also secure a phone for the caretaker asap.

18. Remembrance Sunday the Clerk had acquired as requested large poppies and three wreaths. He would provide a laminated weatherproof centre for the wreaths with the Council's name on them. It was understood that Cheshire East Councillor Anthony Harrison would attach the large poppies to the lamp posts in the village.

19. Village Hall Marketing Group and Christmas. With regard to the Christmas Fair at the Village Hall all stalls had been booked. The Christmas Newsletter would be published at the start of November to advertise the Fair but perhaps it needed a leaflet drop as well. Cllr Rachel was securing raffle prizes and the Church would organise a tombola. Volunteers were also needed to help.

With regard to the Christmas Tree, the National Trust had agreed to accommodate a Christmas tree outside the Mill on the grass and would supply electricity to it. The Clerk advised that the tree would need a "pit" for it to be housed in similar to a drainage inspection chamber which the tree supplier would use to fix the tree with wooden chocs. He would find out the dimensions from Bollington Town Council where three trees had been position at Christmas. He was sure Mr. Beeby would be able to construct one. The electric supply needed to be planned as well. He would also find out who to contact at Cheshire East for ordering a tree.

20. Advert for the Lengthsperson. Cllr. Angela had spoken to the contractor who has shown an interest. The problem was the amount of material to dispose of in cleaning the pavements of leaves and overgrown grass and the positioning of Skips. She was waiting a response from him. It was looking likely that the budget would not be sufficient for anything other than limited projects.

21. **Demonstration of the Aubergine Website** – The system had been demonstrated to members on Friday 10th October at 2.00 pm at the Village Hall and via Teams**.** It was agreed that the system was very good. Other options and costs investigated were Parish Online, and Vision ICT.

    A Best Website Assessment by Scribe rated these three providers and chose Aubergine as the best option. **Here is a link to this assessment.** Aubergine have a user base of over 600 Councils and would also register a .gov.uk url for the site and would setup .gov.uk email addresses for our councillors and provide secure hosting. Aubergine would also embed the Council's Scribe booking system in the new site. The Council has a significant investment in Scribe in terms of Scribe Accounts and Scribe Event Booking System.

    In terms of cost, Aubergine's up-front costs would be £499, Parish on Line £300 - £800 and Vision ICT would be up to £2000. Aubergine would commit to a 7 weeks delivery window subject to Council staff being able to identify what needed to be transferred from the existing site.

    The eventual cost would depend on what we ended up keeping from the existing website but that was being investigated by the Council at the moment and action was taking place to ensure that any information being transferred was relevant and up to date. Cllrs. Gleave and Linnell would be helping in this process.

    On balance members felt that Aubergine offered the best Website solution for Council.

    This was a technical contravention of the Council's Financial Regulations in not striving to secure three written quotes, however there would be no risk to this because the Council had made assessments of two other systems and Auberine had a good reputation and a well-used quality product. This was discussed with members and it was it was resolved to suspend financial regulations to achieve this purchase see below:

    It was **RESOLVED** to suspend Financial Regulation under: *18.2. The council may, by resolution of the council duly notified prior to the relevant meeting of council, suspend any part of these Financial Regulations provided that reasons for the suspension are recorded and that an assessment of the risks arising has been drawn up and presented in advance to all members of council* make this possible.

    Proposed: Cllr. Gleave **Seconded** Cllr. Farrell

    It was **RESOLVED** to purchase the Aubergine Website

    Proposed: Cllr. Gleave **Seconded** Cllr. Farrell

22. **Office 365 and . SharePoint.** Following approval at the last meeting this will be progressed by the Clerk following the new website procurement.

23. **New Notice Boards.** This was being progressed by the Clerk in consultation with the PCC (only in relation to the Parish Hall notice board). He will provide options and costs for members and the PCC He was also requested to provide a notice board in the Village Hall Foyer.
    Cllr. Rachel raised the issue of the Alderley Park Noticeboard. She would be able update it with local issues because there was plenty of space. Cllr. Gleave said she was also willing to do that. The Statutory publications on all notice boars were: the Council summons on the Thursday preceding the Tuesday Council meeting and the Internal (June) and External Audit (September) audit reports. Both could be delegated to members but the Audit reports needed date-stamped photographic evidence. The Clerk will provide duplicate keys for all existing and new notice boards.

24. **New Boundary Signs.** Now that BankLine is up and running the Clerk will order the three signs via an on line payment.

25. **Review of where we are with Social Media Management -** Cllr. Rachel reported that we had over 550 followers on social media. Social media had generated significant bookings for the Village Hall and many of them from customers wanting to use the Hall on a regular long term basis. Some relocating to the Hall from other facilities. One issue flagged was people coming down the Lane on a dark winter night to open the Hall on a trusted user basis. However, The Hall's exterior lights are automatic and come on at dusk.

26. **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).

- **Use of the Church Car Park.** The expected continued use of this car park by Hall users was still uncertain following the recent PCC meeting. Without the use of this car park the hirers of the Hall have little other options but to park in the small area in front of the Hall and on Church Lane. A meeting with the PCC will need to take place.
- **The purchase of a Defib Machine.** For Alderley Park potentially the Churchill Tree, however there was one at the Water Garden. Exact location to be investigated.

27.To confirm the next Council meeting is s

Tuesday 11th November 2025
6.30pm at Nether Alderley Village Hall

APPENDIX A

Nether Alderley Parish Council Meeting
Tuesday 14th October 2025
Schedule of Receipts and Payments

A1. Receipt of Income - Month of September for October

Bank Interest

Current Account Interest Nil

Unity Trust Bank at the end of September (interest Paid Quarterly) £128.15

Reserve Account. end of September £0.48

Vat Claim Reclaim for August £331.55

A2. Invoices for payment Now all on line by NatWest BankLine

On-line Payments	Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
Oct. Clerks Salary & Expenses	D. Naylor Parish Clerk	£1,067.19	£1,017.45	Salary and Expenses see A4 below for a detailed breakdown	£49.74	H
Oct. Clerk Refund of payment to Hall Cleaner	D. Naylor	£75.00	£75.00	Test of on line payment to Clerk having paid cleaner.	£0.00	H
Oct. HMRC	HMRC	£512.23	£512.23	Clerk's Tax £418.00 & NI £94.23	£0.00	H
Oct. V. Hall Caretaker.	David Fairbotham	£228.000	£228.00	Village Hall Caretaking 1st Oct Invoice	£0.00	H
Oct. Audit Fees	PKF Littlejohn LLP	£2,016. 00	£1,680.00	External Audit Fees	£336.00	H
Oct. Autumn Newsletter	Print IT (Northwest) Ltd.	£373.54	£373.54	Set up and Print Autumn Newsletter	£0.00	H
Oct. Payroll	Shires Accountants	£145.80	£121.50	Oct 25 – April 26 Fees	£24.30	H

Oct. Village Hall Hire Refund	J Taylor	£36.00	£36.00	Village Hall overpayment by Hirer of £36.00	£0.00	H
Oct. TV Licence	Tvlicensing .co.uk	£174.50	£174.50	TV Licence for Village Hall (Exempt from VAT)	£0.00	H

Bank Transfer — From Current Account to Unity Trust Bank to keep within the £85.000 Financial Services Protection Guarantee Limit Total in NatWest Current and Reserve Accounts and £111,096.01 and £519.95 respectively = £111,615.96. **£27,000 to transfer.**

A3. <u>Direct Debits/Standing Orders for approval</u>

Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
BT	£65.94	£54.95	September Broadband and Cloud Voice	£10.99	H
BT	£65.94	£54.95	Octoberr Broadband and Cloud Voice	£10.99	H
Scribe Accounts	£27.60	£23.00	Scribe Accounts Monthly	£4.60	H
Gas Invoice Crown Gas & Power	£197.48	£188.08	Sept (Oct bill)	£9.40@ 5%	H
Gas Invoice Crown Gas & Power	£97.17	£92,54	August (Sept bill)	£4.63@ 5%	H
Gas Invoice Crown Gas & Power	£98.87	£94.16	July (August I)	£4.17@ 5%	H
Electricity Invoice	No October bill yet for September				
Electricity Invoice Crown Gas & Power	£72.81	£69.34	August (Sept bill)	£3.47@ 5%	H
Electricity Invoice Crown Gas & Power	£77.25	£73.57	July (August bill)	£3.68@ 5%	H
NatWest Bank Line	£20.00	£20.00	Bank Charges	£0.00	H

A4. <u>Approval to forward to Payroll provider for inclusion in Payroll Report for Clerk's expenses/salary</u>: Power H

Travel 148 Miles @ 45 pence per mile = **£66.60**
Phone Sim monthly £13.19 plus £2.64 VAT = **£15.83**
Cleaning Maid Easy 12th September Payment = **£75.00** (No VsAT)
1TB External Storage Drive £62.49 plus 12.50 VAT = **£74.99**
Poppy Factory Wreaths £151.33 plus £30.27 VAT = **£181.60**
Cartridge Discount £15.39 plus £3.08 VAT = **£18.47**
Printing Paper £6.25 plus1.25 VAT = **£7.50**

Total Expenses £390.25 + £49.74 = £439.99
Plus, Salary - Contracted 65 hours @ 16.08 per hour = £1,045.20 (Gross)
Total Gross including expenses = £1,435.45 plus £49.74 VAT = £1,485.19
Less £418.00 Tax = £1017.45 plus £49.74 = **£1,067.19**

Signed…… **Signed……**
Chairman of Meeting **Clerk and Responsible Financial Officer**

Parish Council Powers for Expenditure and Activity
Note that the Parish Council has adopted the Power of Competence

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 [Open Spaces Act 1906, ss9 and 10] **A**

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

Community Centres
Power to provide and equip community buildings [Local Government Act 1972, s.133] **E**

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 [Local Government (Misc Provisions) Act 1975 s19 **G**

General Administration/Running Costs
Subsidiary powers of local authorities – to facilitate, or conducive or incidental to, the discharge of functions **H**
LGA 1972 s111

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 [Litter Act 1983, ss 5, 6] **L**

Neighbourhood Plans [Localism Act 2011 Sch 9] **R**

Research and collection of information
Power to carry out research [LGA 1972 S 141] **M**

Parish Plans [LGA 1972 **S** 141] **J**

Section 137 **N**
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 £8.12 per elector in 2019/20. Expenditure must be commensurate with the benefit

Websites Local Government Act 1972 s142 **P**

Life-saving appliances – Power to provide life-saving appliances (e.g. life belts, defibrillators) **S**
[Public Health Act 1936, s234]

APPENDIX B

Nether Alderley Parish Council Meeting
Tuesday 11th November 2025

Schedule of Receipts and Payments

B1. Receipt of Income - Month of October for November

Bank Interest
Current Account Interest Nill
Unity Trust Bank Nil Paid Quarterly
Reserve Account. end of October £0.45
Vat Claim Reclaim for September £661.16
Community Infrastructure Levy £286.39
Precept 2nd half £34,895.00

B2. Invoices for payment Now all on line by NatWest BankLine

On-line Payments	Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
November Salary & Expenses	D. Naylor	£964.36	£949.22	Outgoing Clerks Salary and Expenses see A4 below for a detailed breakdown	£15.14	H
November Salary and Expenses	G. Ayres (Incoming Clerk from 20th October)	**£To add** Salary to be confirmed at November Council Meeting	**£To add**	New Clerk's Salary and Expenses see B4 below for a detailed	£0.00	H
November HMRC	D. Naylor	£512.23	£512.23	Outgoing Clerk's Tax and NI.	£0.00	H
November HMRC	G. Ayres	**£To add** Salary to be confirmed at November Council Meeting	**£To add**	Incoming Clerk's Tax and NI.	£0.00	H
Nov. Village. Hall Caretaker.	David Fairbotham	£219.00	£219.00	Village Hall Caretaking Oct Invoice	£0.00	H
Nov. Refund of Clerk's Purchase	D. Naylor	£365.98	£304.98	Village Hall PA System from Electromarket	£61.00	E

Nov. Village Hall Cleaning	Cleaning Maid Easy	£75.00	£75.00	Invoice 1104	£0.00	H
Nov. Boundary Signs	Signs of the Times	£2,462.45	£2,052.04	50% deposit on £4,924.91 incl. vat plus delivery. the latter to be confirmed circa £128.	£410.41	H

Bank Transfer (See attached 31st October Bank Reconciliation)

To keep within the £85.000 Financial Services Protection Guarantee Limit. Total in NatWest Current and Reserve Accounts on 31st October 2025 = £108,614.25 and £520.40 respectively = £109,134.65
Less £85,000 = £ 24,134.65 . However further payments totaling £6,500 will be drawn on the account when approved by this November Council Meeting .**Therefore the Clerk will transfer £18,000 into the Unity Trust Bank.**

B3. <u>Direct Debits/Standing Orders for approval</u>

Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
EE Sim card	£11.50	£10.00	For the Caretakers Phone	£1.50	H
BT	£65.94	£54.95	November Broadband and Cloud Voice	£10.99	H
Scribe Accounts	£27.60	£23.00	Scribe Accounts Monthly (15th November)	£4.60	H
Electricity Invoice Crown Gas & Power	£112.79	£107.42	5th November Bill	£5.37 5%	H
NatWest Bank Line	£20.00	£20.00	Bank Charges	£0.00	H
NatWest Bankline	£19.65	£19.65	Transaction Charges	£.0.00	H

B4(a) <u>Approval to forward to Payroll provider for inclusion in Payroll Report for Clerk's expenses/salary</u>: Power H

<u>D Naylor outgoing Clerk</u>

Travel 103 Miles @ 45 pence per mile = **£46.35**
Phone Sim monthly £13.19 plus £2.64 VAT = **£15.83**
Caretaker Refurbished Phone = **£124.99** (No Vat)
Cleaning Maid Easy 9th October 2025 Payment = **£75.00** (No VAT)
1x2TB External Storage Drive £62.49 plus 12.50 VAT = **£74.99**
Total Expenses £322.02 + £15.14 = £337.16

Plus, Salary - Contracted 65 hours @ 16.08 per hour = £1,045.20 (Gross)
Total Gross including expenses = £1,367.22 plus £15.14 VAT = £1,382.36
Less £418.00 Tax = £949.22 plus £15.14 = **£964.36**

B4(b) **Approval to forward to Payroll provider for inclusion in Payroll Report for Clerk's expenses/salary: Power H**

G. Ayres New Clerk
Travel 23.60 Miles @ 45 per mile = £21.60
Parking charges at Glass House = £2.00
Plus, Salary

Total Gross including expenses = £* plus £ * VAT = £*

Less £ * Tax = £ * plus £* VAT = £ *

*** All be added when her salary is confirmed at the November Council meeting, when she has signed her contract of employment and her employees pay slip has been provided by NAPC's payroll provider Shires Accountants. This will be circulated to members for approval and payment which will be ratified retrospectively at the December Council meeting .**

Signed.....
Chairman of Meeting

Signed.....
Clerk and Responsible Financial Officer

Nether Alderley Parish Council

Prepared by: Gill Ayres Parish Clerk and RFO Date: 5th November 2025

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: 11th November 2025

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/10/2025			
	Cash in Hand 01/04/2025			52,578.34
	ADD Receipts 01/04/2025 - 31/10/2025			132,528.11
				185,106.45
	SUBTRACT Payments 01/04/2025 - 31/10/2025			48,549.33
A	**Cash in Hand 31/10/2025** (per Cash Book)			**136,557.12**
	Cash in hand per Bank Statements			
	Petty Cash	31/10/2025	0.00	
	Current Account Nat West Acc. No.	31/10/2025	108,614.25	
	Reserve Account Nat West Acc. No	31/10/2025	520.40	
	Skipton Building Society	14/10/2025	0.00	
	Unity Trust Bank Savings Acc. No.	31/10/2025	26,680.43	
				135,815.08
	Less unpresented payments			565.96
				135,249.12
	Plus unpresented receipts			1,308.00
B	**Adjusted Bank Balance**			**136,557.12**
	A = B Checks out OK			

Created by Scribe

Nether Alderley Parish Council

Net Position by Cost Centre and Code

APPENDIX C

Cost Centre Name

01 Staff Costs

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
5	Clerk's Salary				13,700.00	8,264.50	5,435.50
6	Employer Pension				2,500.00		2,500.00
7	Employer NI				600.00	699.61	-99.61
42	Overtime						
43	Back Pay				400.00	97.50	302.50
					17,200.00	**£9,061.61**	**8,138.39**

02 Administration

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
8	Pension Ill Health Insuranc						
9	Staff Training				200.00		200.00
12	Payroll Services				250.00	205.50	44.50
13	Stationery				500.00	170.85	329.15
14	Staff Travelling Expenses				650.00	448.20	201.80
16	Staff Mobile Phone (Clerk				140.00	225.93	-85.93
17	Office Equipment				700.00	1,011.46	-311.46
18	Insurance				3,750.00		3,750.00
19	Audit Fees				800.00	2,144.00	-1,344.00
20	Annual Subscriptions				1,100.00	823.20	276.80
25	Honours Board				160.00		160.00
32	Bank Safety Deposit						
37	Cloud Storage						
57	Council Meeting Expenses				400.00		400.00
63	Councillor Training				300.00		300.00
85	Office 365 and Annual Sup				3,812.00		3,812.00
					12,762.00	**£5,029.14**	**7,732.86**

03 Village Hall

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
21	Village Hall (Public Events						
22	Village Hall Expenses				3,000.00	61.83	2,938.17
61	Residual Renovation Cost				3,000.00	10,161.79	-7,161.79
66	Village Hall Gas				4,000.00	1,036.14	2,963.86
70	Village Hall Refreshments				300.00	348.80	-48.80
71	Village Hall AV Equipment				6,633.00	3,850.28	2,782.72
73	Village Hall Electricity				3,000.00	606.22	2,393.78
76	Village Hall Hire Income		10,000.00	5,995.00			-4,005.00
77	Hall Caretaker Self Emplo				6,000.00	1,569.75	4,430.25
78	Hall Cleaner Self Employe				6,000.00	1,013.25	4,986.75
79	Village Hall Rates & Water				3,000.00		3,000.00
80	Village Hall Marketing				1,500.00		1,500.00
81	Village Hall Safety Checks				1,500.00		1,500.00
96	Funds Transfer from Form		20,910.00	20,910.00			
97	Donations			6,240.00			6,240.00
100	Broadband & Cloud Voice					348.46	-348.46
101	Village Hall Equipment					1,806.60	-1,806.60
102	Christmas Fair Table/Spac			37.50			37.50
			30,910.00	**£33,182.50**	**37,933.00**	**£20,803.12**	**19,402.38**

04 Village Hall Loan Charges

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
23	Village Hall Loan Charges				16,885.36	8,442.68	8,442.68
					16,885.36	**£8,442.68**	**8,442.68**

05 Possible Extra Gritting

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
82	Possible Extra Gritting				2,000.00		2,000.00

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Nether Alderley Parish Council
Net Position by Cost Centre and Code

Cost Centre Name

				2,000.00		**2,000.00**

06 Highways

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
83	Highways and PROW				1,500.00		1,500.00
					1,500.00		**1,500.00**

07 Burial Ground

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
28	Burial Fees		4,000.00	1,440.00			-2,560.00
34	Burial Ground Expenses				2,500.00	2,604.00	-104.00
			4,000.00	**£1,440.00**	**2,500.00**	**£2,604.00**	**-2,664.00**

08 Election Costs

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
84	Election Costs						

09 Councillor Expenses

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
11	Chairman's Allowance				100.00		100.00
15	Councillor Travelling Expe						
					100.00		**100.00**

10 Bank Fees

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
64	Unity Trust Savings Accou						
74	Nat West Current Account				50.00	112.85	-62.85
					50.00	**£112.85**	**-62.85**

10 Precept

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
26	Precept		69,790.00	69,790.00			
			69,790.00	**£69,790.00**			

11 Community Infrastructure Levy/sectic

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
31	Community Infrastructure			286.39			286.39
67	Section 106						
				£286.39			**286.39**

11 Neighbourhood Plan

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
30	Neighbourhood Plan				500.00		500.00
					500.00		**500.00**

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Nether Alderley Parish Council
Net Position by Cost Centre and Code

Cost Centre Name

12 Bank Interest

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
27	Bank Interest						
38	Reserve Bank Account		25.00	3.30			-21.70
39	Current Bank Account						
40	Skipton Building Society		1,331.87	1,332.51			0.64
56	Unity Trust Bank		175.00	131.36			-43.64
			1,531.87	**£1,467.17**			**-64.70**

12 Community Fund/assets

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
35	Community Fund (Newsle		300.00		2,500.00	737.08	1,462.92
36	Community Fund Other						
55	Unity Trust Savings Accou						
98	Community Fund Lengths				2,500.00		2,500.00
			300.00		**5,000.00**	**£737.08**	**3,962.92**

13 Earmarked Reserves

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
47	Insurance Claims Excess				500.00		500.00
48	Triangel of Land Planting				1,500.00		1,500.00
49	Potential Land Purchas e				15,000.00		15,000.00
51	Purchase of Defib Machin				1,500.00		1,500.00
53	2nd Part of Hall Contract				16,660.76		16,660.76
86	Broadband Poles and Opt				3,000.00		3,000.00
87	New Website and dot Gov				3,250.00		3,250.00
88	Office 365 & SharePoint S				2,430.00		2,430.00
89	Village Hall Energy Contin				2,000.00		2,000.00
90	Boundary Signage				3,000.00	2,052.04	947.96
91	2 New Notice Boards				2,000.00		2,000.00
92	Village Hall Signage from				500.00		500.00
93	Christmas Lights				1,500.00		1,500.00
94	Remembrance Day wreat				1,000.00	351.33	648.67
					53,840.76	**£2,403.37**	**51,437.39**

13 VAT Repaid

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
41	VAT Repaid by HMRC						

14 General Reserves

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
95	General Reserves				20,000.00		20,000.00
					20,000.00		**20,000.00**

15 Mausoleum

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
99	Expenses					166.67	-166.67
						£166.67	**-166.67**

Other Community Projects

Code	Title	Bal. B/Fwd.	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
75	Donations						

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Nether Alderley Parish Council

Net Position by Cost Centre and Code

	Receipts Budget	Receipts Actual	Payments Budget	Payments Actual	Current Balance Budget
NET TOTAL	106,531.87	£106,166.06	170,271.12	£49,360.52	120,544.79
		£365.81		£120,910.60	

Parish Clerk's Comments:

Bank Reconciliation up to the end of October = £136,557.12 (attached).
All payments and receipts approved at the 11th November Council meeting (and essential up to the end of November) are in Scribe Accounts and therefoe in the above report.

Plus not yet received but budgeted for receipts of **£365.81** = **£136,992.93** Total Resources for 2025/26

Total resources of **£136,992.93** less budgeted payments of **£120,910.60** = a surplus of **£16,082.33**

This surplus of **£16,082.33** is unallocated (plus the £20,000 General Reserve) and could be passed into

2026/27

Also any unspent earmarked reserves would be used to populate Earmarked Reserves for 2026/27

This being November the Council is also advised to look at the spend against budgeted items in this report (excluding Earmarked reserves and General Reserves) so as to assess the likely revenue budget for 2026.27 to be funded from the current precept of £69.790 and the likely receipts income for 2026/27.

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Nether Alderley Parish Council

Prepared by: Gill Ayres Parish Clerk and RFO Date: 5th November 2025

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: 11th November 2025

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/10/2025			
	Cash in Hand 01/04/2025			52,578.34
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	Skipton Building Society	14/10/2025	0.00	
	Unity Trust Bank Savings Acc. No.	31/10/2025	26,680.43	
				135,815.08
	Less unpresented payments			565.96
				135,249.12
	Plus unpresented receipts			1,308.00
B	**Adjusted Bank Balance**			**136,557.12**
	A = B Checks out OK			

Created by Scribe

APPENDIX D

PLANNING APPLICATION CONSULTATIONS

Works to TPO trees 25/4240/TPO Response Deadline Date ? 5 Asquith Grove, Nether Alderley SK10 4ZJ Cheshire East | pa.cheshireeast.gov.uk | Application | 402649
Prior Approval: Larger householder extension Application 25/4029/PRIOR-1A Response Deadline Date 21/11/25 The Orchard Bollington Lane, Nether Alderley, Macclesfield, Cheshire East, SK10 4TB Cheshire East | pa.cheshireeast.gov.uk | Application | 402570
Non-material amendment 25/4067/NMA Response Deadline Date 17/11/25 Hill House Nursery Lane, Nether Alderley, Macclesfield, Cheshire East, SK10 4TX Cheshire East | pa.cheshireeast.gov.uk | Application | 402378
Prior Approval for second storey to existing bungalow. Current height of dwelling is 5.5m whilst the proposal would raise the height to 8.4m. 25/4041/PRIOR-1AA Response Deadline Date 10/11/25 The Orchard Bollington Lane, Nether Alderley, Macclesfield, Cheshire East, SK10 4TB Cheshire East | pa.cheshireeast.gov.uk | Application | 402366
Certificate of lawful development for proposed detached garage and storage building. 25/4028/CLPUD Response Deadline Date 18/11/25 The Orchard Bollington Lane, Nether Alderley, Macclesfield, Cheshire East, SK10 4TB Cheshire East | pa.cheshireeast.gov.uk | Application | 402525
Permission in principle for the construction of up to 2 dwellings 25/3963/PIP Response Deadline Date 27/11/25 (possibly 10/11/25) Caudebec Congleton Road, Alderley Edge, Cheshire East, SK9 7AL Cheshire East | pa.cheshireeast.gov.uk | Application | 402472
Certificate of existing lawful development for surface car park and associated access road 25/3905/CLEUD Response Deadline 14/11/25 Radnor Woods Car Park, Alderley Park Congleton Road, Nether Alderley, Cheshire East, Cheshire East | pa.cheshireeast.gov.uk | Application | 402456
Permission in Principle Construction of one dwelling 25/3895/PIP Response Deadline 18/11/25 Swiss Cottage Stubby Lane, Nether Alderley, Macclesfield, Cheshire East, SK10 4SZ Cheshire East | pa.cheshireeast.gov.uk | Application | 402218

PLANNING APPLICATIONS DETERMINED – for information

Wyche Farm Soss Moss, Nether Alderley, Macclesfield, Cheshire East, SK10 4TU **25/3513/CLPUD Approved with conditions** **Decision Date 20/10/25** Certificate of lawfulness for proposed single storey rear extension, single storey side extension, demolition of existing rear outrigger, installation of chimney flue, alterations to fenestration and to existing access arrangement including an altered driveway and construction of a new parkin Cheshire East | pa.cheshireeast.gov.uk | Application | 401869
Holme Acre Congleton Road, Alderley Edge, Cheshire East, SK9 7AL 25/3423/FUL **Approved with Conditions** **Decision Date 3/11/25** Construction of two detached dwellings with new access (renewal of 20/1390M & 23/1864M). Cheshire East | pa.cheshireeast.gov.uk | Application | 401826
Flume Cottage Artists Lane, Nether Alderley, Macclesfield, Cheshire East, SK10 4UA **25/3334/HOUS** **Refused** **Decisions date 24/10/25** Demolition of existing glass roof lean-to rear extension and erection of single storey rear extension. Cheshire East | pa.cheshireeast.gov.uk | Application | 401761

APPENDIX E

NETHER ALDERLEY PARISH COUNCIL

Health and Safety Policy

General Statement

1. Nether Alderley Parish Council recognises and accepts its responsibilities as an employer to provide a safe and healthy working environment for its Clerk, contractors, voluntary helpers and any others who may be affected by activities of the Council.
2. The Council will meet its responsibilities under the Health and Safety at Work Act 1974, and Regulations, and will provide as far as is reasonably, practical, the resources to fulfil this commitment.
3. The Council will look for as and when proper, expert technical advice on Health and Safety to aid the Clerk in fulfilling the Council's responsibilities for ensuring safe working conditions.

Aims of the Health and Safety Policy

To provide as far as is reasonably practical:

1. A safe place of work and a safe working environment
2. Arrangements for considering, reporting, and reviewing Health and Safety matters at work, including risk assessments of working activities
3. Systems of work that are safe and without risks to health
4. Obtaining specialist technical advice and aid on matters concerning Health and Safety when necessary
5. Sufficient information, instruction and training for the Parish Clerk, contractors, and voluntary helpers to carry out their work safely
6. Care and attention to the health, safety and welfare of the Clerk, contractors, voluntary helpers and members of the public who may be affected by the Council's activities

Arrangements and Responsibilities for carrying out the Health and Safety Policy

As the Council's Safety Officer, the Clerk will:

1. Keep informed of relevant health and safety legislation
2. Advise the Council on the resources and arrangements needed to implement the Health and Safety Policy
3. Ensure that matters of health and safety are discussed at Parish Council meetings when appropriate
4. Ensure that risk assessments are carried out of working practices and facilities, with later consideration and review of any necessary corrective or protective measures. Maintain the Parish Council's risk assessments.

5. Make arrangements to ensure those contractors or voluntary helpers working for the Council follow all reasonable health and safety requirements. All contractors will have to abide by the terms of the scope of work specified by the Council and will be given a copy of the Council's Health and Safety Policy.

6. Ensure that work activities by the Council, if any, do not unreasonably jeopardise the health and safety of members of the public

7. Maintain a record of notifiable accidents
8. When an accident or hazardous incident occurs, take immediate action to prevent a recurrence or further accident and to complete the necessary accident reporting procedure.
9. Act as the contact and liaison point for the Health and Safety Executive

The Clerk, contractors and voluntary helpers will:

10. Co-operate fully with the aims and requirements of the Council's Health and Safety Policy. Follow relevant Codes of Practice for Health and safety or work instructions for health and safety.
11. Take reasonable care for their own health and safety, use right personal protective clothing and where proper ensure that first aid materials are available
12. Take reasonable care for health and safety of other people who may be affected by them
13. Not intentionally interfere with or remove safety guards, safety devices or other equipment provided for Health and Safety.
14. Not misuse any plant equipment, equipment, tools, or materials
15. Report any accidents or hazardous incidents to the Clerk

Adopted: July 2016

Reviewed: 11th November 2025. Signed: _____ (Chair)