

NETHER ALDERLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 9th April 2024 1.30pm at The Glass House Alderley Park

In the Chair Cllr. Angela Farrell

Parish Councillors present: Sue Joseph, Geoff Linnell, Marcus Raphael, Melanie Connor and Lesley Gleave.

Also present: David Naylor Parish Council Clerk.

Members of the Public: No members of the public were present.

1. **To receive apologies for absence.** Jackie Wilkinson, Anthony Harrison Cheshire East Council Ward Councillor for the Chelford Ward which includes Nether Alderley.
2. **Resignation of Parish Councillor.** Cllr Jackie Wilkinson had advised that she would stand down as a Parish Councillor immediately following the Burial Board meeting on 15th April. The Chairman asked the Clerk to arrange for a Casual Vacancy to be advertised to enable the position to be filled and confirmed at the May 2024 Annual Council meeting.
3. **To receive Declarations of Interests**
 - 3.1 To declare disclosable pecuniary interests\ Councillors with disclosable pecuniary interest(s) must leave the room for the relevant items). There were none.
 - 3.2 To declare interests conflicting with the Nolan principles/non-pecuniary interests. There were none.
 - 3.3 To allow councillors to consider amendments required to their Declaration of Pecuniary Interest forms. There were none.
4. **To consider and approve Applications for Dispensations.** There were none.
5. **To approve that the Minutes of the Parish Council Meeting held on 12th March 2024.** The Minutes were approved as a correct record.
6. **To adjourn the meeting for Public Presentation.**
7. **To resume the meeting.** No members of the public were present, and the meeting was not adjourned.
8. **Appointment of a Parish Councillor to replace Cllr. David Clarke.** The Parish Councillors had met an applicant (Mandy Kirk) for this role and it was felt that she would make a very good councillor. It was, **RESOLVED**, to co-opt Mandy Kirk to this vacant position.
Proposed: Cllr. Gleave **Seconded:** Cllr. Joseph
9. **Budget Outturn 2023/24 and Parish Hall Renovation Progress plus Cost and resources of the renovation works to the end of the next financial year i.e. 31st March 2025.**
 - 9.1 The meeting to sign the Parish Hall Renovation contract was held on the 20th March attended by representatives of B & E Boyes, Cllr Angela Farrell and the Parish Clerk David Naylor. It was confirmed that the work would start on 15th April. A copy will be available at the meeting.
 - 9.2 The Final 2023/24 Budget Outturn, plus the bank reconciliation and the reserves balance were considered plus the cost and resources of the renovation works to the end of the 2024/25. The contracted renovation work and cost would now be entirely in

the 2024/25 financial year. This was advantageous in budget terms and brings in increased resources see [Enclosure 1 in the Agenda Documents Pack](#). It also increases the buffer between the renovation cost and available resources to £40,800, which does not include a further £20,000 of general reserves.

It was **RESOLVED** to receive and approve the information supplied.

Proposed: Cllr. Linnell

Seconded: Cllr. Farrell

- 9.3 VAT Registration. The Clerk would now apply for VAT Registration from this month. It will ultimately involve charging VAT at 20% on our so-called taxable supplies, also referred to as output tax. This will be almost exclusively related to Parish Hall letting charges and will not kick in until Autumn when the hall renovation is complete. Scribe Accounts can cope with this and only needs an update and new codes. There will be no charge for this. We will pay and reclaim VAT monthly to manage cash flow. We will also do this electronically via a "You Gov" registration.

Our VAT claim October 1st 2023 to 31st March 2024 amounted to £1,879.06. The total Vat claim for the financial year 2023/24 was £7,460.99. This is just within the HMRC range for Parish Councils to reclaim within a financial year on exempt business activities such as room letting and capital works which support such activities.

- 9.4 Green Communities Grant Agreement for the Parish Hall Kitchen upgrade. We will need at some point to provide to CEC a list of fitting and equipment etc.

[Enclosure 2 in the Agenda Documents Pack](#)

- 9.5 Update on progress with the Faculty Application. The deed of Agreement and deed of Covenant was signed by the Parish Council and the PCC on 18th of March and a copy was forwarded to the Church Faculty on 21st March by guaranteed delivery by 1pm on the 22nd March. The Clerk has left messages and emailed the secretary of the Faculty to secure the start of the 28 day consultation. Surrey Hills Solicitors are now in the process of preparing the land Registry documents. [Here is link to the Faculty letter and Signed Deed](#)

10. **Neighbourhood Planning - [Here is a link to an updated version of the Nether Alderley Design Codes including a further section](#)**. Work will now start on the final additional design codes.

11. Finance Schedule (Appendix A)

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

Proposed: Cllr. Raphael

Seconded: Cllr. Connor

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

Proposed: Cllr. Gleave

Seconded: Cllr. Joseph

11.3 To approve direct debit/standing order payments in schedule (A3)

There were none:

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

Proposed: Cllr. Gleave

Seconded: Cllr. Farrell

12. **Further email to EDF Energy concerning a catalogue of errors and delays in rectifying the Parish Hall's electricity meterage and accurate billing.** Here is a link to [email and PDF meter reading images 16th August to 22nd March and EDF's Response email on 1st April](#).

13. **BHIB Parish Hall Insurance Quotation 2024/25 (Note** BHIB have been taken over by Clear Councils Insurance - brokered at Lloyds)

Quotes from our current insurance company

Current year's cost for 12 months to 31st March £2,538.06

One year for 24/25 £2,774.66 and three years 24/27 £2,648.44. Difference £126.22

Ratification is sought for the decision taken by the Clerk in consultation with all members which was to purchase the three-year option of £2,648.44.

This year's budget projected outturn figure will be £5186.50 for Parish Hall Insurance. This is because the 2023/24 premium of £2,538.06 was paid in April of this financial year and the £2,648.44 will also be paid in this financial year. The Budget for next year is **£3,250**.

We are still awaiting on Clear Council's underwriters to quote for the one-off 24 weeks of Hall renovation insurance regarding their consequential liability in case anything happens between the contractor's liability and ours. They have copies of the contract and details of the work. This will be paid in 2024/25 and is still unknown. however, we will have surplus of £601.56 in this year between the forecast Hall insurance budget of £3,250 and the actual insurance cost of £2648.44. This surplus should fund additional Hall renovation insurance premium.

It was **RESOLVED** to ratify the decision taken by the Clerk in consultation with members to secure the 3-year council insurance cover for £2,648.44.

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

14. Approval of 2024/25 Risk Assessment and 2024/25 Asset Register

It was **RESOLVED** to approve these documents.

Enclosure 3 in the Agenda Documents Pack.

Proposed: Cllr. Joseph **Seconded** Cllr. Raphael

15. Safeguarding Policy for the Parish Hall

This was required for the Geen Communities Grant offer. It was **RESOLVED** to adopt the policy.

Enclosure 4 in the Agenda Documents Pack.

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

16. Internal Audit Checklist and date required during early May for an Audit Working Group to meet

to prepare for the forthcoming Annual Governance Review (**AGAR**). **Enclosure 5 in Agenda Documents Pack.** It was **RESOLVED** for Clerk, Chairman, Vice Chairman and Cllr Joseph to meet on Tuesday pm 7th May at the Chairman's home – 2pm.

17. Planning Applications

Application No:	24/0883M Determination (Telecoms Post 21/8/01)
Proposal:	Prior Approval for the installation of a new sharable 25m lattice mast which is collocated with one existing compound approximately 17m to the northeast of the site. The development will include a base station, 2.4m high palisade fencing, 6no. operator cabinets, 1 no. meter cabinet, 6no. antennas and ancillary development thereto. This is required to facilitate enhanced network coverage for the Mobile Network Operators. This multiuser structure with secure compound and upgraded power supply will enable a consolidation of equipment and in time lead to the removal of unused infrastructure from the wider site and cell area.
Location:	Land off Welsh Row, Nether Alderley, Macclesfield, SK9 4TZ
Response Deadline	16 th April 2024
Response from NAPC	This application has raised a lot of objections and it will be very prominent. An opportunity should be taken to search for an alternative location or to disguise it to look like a natural structure as has been done with other masts in rural areas?

Application No:	24/0679M Certificate Of Lawful Proposed Use/ Dev
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Proposal:	Lawful Development Certificate for proposed creation of a new garage structure within the curtilage of the house
Location:	Crossfield, Congleton Road, Nether Alderley, SK10 4TP
Response Deadline	Decision Date 25 th April
Response from NAPC	The Parish Council felt that the proposed garage would be inappropriate and out of scale.

18. To consider any other Planning matters including decisions to Planning Applications:

23/3127M (and 23/3128M Listed Building Consent) **Approved with Conditions**

13th March 2024

Sandhurst, Congleton Road, Alderley Edge, Wilmslow, Cheshire, SK9 7AD

Alteration to lower cill on existing dormer window and the reinstatement of the original hidden loggia by the removal of an existing 1970's conservatory, rather than replacing with an approved new conservatory.

23/3341 **Approved with Conditions**

13th March.

Conversion of barn to 1 no. residential dwelling

Corbishley Farm, Nursery Lane, Nether Alderley, SK10 4TX

23/4734M **REFUSED**

13th March 2024

Demolition of existing dwelling, stables & feed store and replacement with a new dwelling
Bradford House Cottage, Bradford Lane, Nether Alderley, SK10 4TR

24/0384T **Not Decided - (expired and approved by Default)**

Works To Trees In Conservation Area

Willow (T1) Fell - Tree has two very large cavities on the main stem, both holding a large degree of rot. Tree is in close proximity to the property.

Whitecroft, Whitebarn Road, Alderley Edge, SK9 7AN

24/0420T **Not Decided - (expired and approved by Default)**

Works To Trees In Conservation Area

Tree Work To MAPLE - Dismantle In Sections The Large Leaning Maple Located At The Rear Left Hand Corner. Leave Stump As Close To Ground Level As Possible. HOLLY - Reduce Down To Live Growth Due To The Crown Of The Tree Dying Back.

Highlands, Congleton Road, Alderley Edge, SK9 7AD

24/0437M **Approved with Conditions**

28th March 2024

Rake out and grout all mortar joints - external pointing - mortar and carefully replace with a homogenous non hydraulic lime mortar mix carefully matched to the original mortar in composition and appearance. Installation of stainless steel retro-fit wall ties. Replacement plasterboard and polyisocyanurate insulation. Localised installation of meshed cavity drain wall membranes. Replacement of wall ties.

1 & 2 Waterloo Barn, Alderley Park, Congleton Road, Nether Alderley, SK10 4JW

19. Symphony Park – Decision by CEC’s Strategic Planning Board on 28th February to approve the application. Application **23/3619M** Resubmission of Application **22/2819M**. Any further updates on community response and any proposed action will be reported at the Meeting.

Cllr. Raphael advised that the community has raised local funding to potentially instruct a barrister in relation to a judicial review. The barrister had advised that there seemed to be contradictions and misrepresentations which ran through the application documentation which could support such a review with a 50%-60% chance of success. There was time to launch

such a review because the Section 106 agreement had not yet been signed. Further details would emerge, and he would report back to the Council.

20. Burial Board Matters – These were approved by the Burial Board but need formally proposing and seconding at this Council meeting:

1 Purchase of a new grave - 295NBG

2 Re-opening of existing grave No 297NBG

It was **RESOLVED** to approved them.

Proposed: Cllr. Farrell **Seconded:** Cllr. Connor

There will be a Burial Board meeting on Monday 15th at 5.30pm to inspect the Burial Ground.

21. Report from Cheshire East Ward Cllr. Anthony Harrison.

He reported:

Bradford Lane – The potential adoption by Cheshire East Council (CEC) was ongoing and residents were being consulted. So far, the residents at the Congleton Road end seem to be in favour. However, CEC's highways budget is not able to fund it now, particularly because its standard would need to be raised before this could take place.

CEC's Leisure Review - CEC had put forward a funding formula which excluded Knutsford and Poynton and this had been "kicked Back" and they had been urged to improve this and keep them all open.

CEC Budget Matters - He had been very busy on budget matters The Local Government Association had been brought in to undertake a Peer Review. There are significant issues as you will have experience in terms of response timescales which need to be addressed.

22. Councillor Reported Issues at the end of the March Meeting

22.1 Developing a suitable Marketing Strategy for the Renovated Parish Hall was underway involving the Chairman, Cllr. Gleave, Keith Farrell and David Fairbothom. Cllr. Raphael would also like to be involved.

22.2 Sponsorship of the Parish's boundary signs – there would be 5 in total (an extra three on the two already provided). It would be possible to add a rectangular sign beneath each, attached to the poles to advertise a local business with their logo. It is expected that local businesses would be willing to produce signage to a specification provided by the Council. The Clerk will report back in due course.

22.3 The need to develop a local emergency response plan. This would be below CEC's Plan and would assist in communication and secure contacts of local people in the Community who could assist with help especially if CEC was overwhelmed by a large-scale incident which could delay local help from them. Alderley Park has been contacted to understand the preparedness they have.

23. Councillors reports and Items for future meetings.

- Future Security of the Parish Hall i.e. possibly CCTV
- Good Connectivity and IT Facilities
- What the Hall should be called i.e. Village or Parish Hall or other.

24. To confirm the next Council meeting is:

**Tuesday 14th May 1.30pm
at The Glass House Alderley Park**

Nether Alderley Parish Council Meeting Tuesday 9th April 2024

Schedule of Receipts and Payments

A1. Receipt of Income - Month of March

Current Account Nil Interest

Reserve Account £28.20 Interest at 31st March 28.20 - total in year £336.49

Skipton Building Society interest at 31st March 2856.37- total in year £2,858.37

Unity Trust Savings interest at 31st March £138.65 - total in year £360.73

A2. Invoices for payment

Ch. No.	Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
1739	David Naylor Parish Clerk	£711.75	£695.71	Clerk's Salary and Expenses March for April	£11.36	H
1740	HMRC	£417.90	No VAT	Tax/NI for March for April	£0.00	H

A3. Direct Debits/Standing Orders for approval

Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
None. See Minute 12 in these Minutes	£0.00				

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

Travel 124 miles @ 45 pence per mile = £55.80

Phone Sim monthly £9.17 plus £1.83 VAT = £11.00

Sainsbury Postage Stamps £10.00 no VAT = £10.00

Rymans Paper £5.83 plus £1.16 VAT = £6.99

Rymans Slide on Spine Binders A4 Envelopes £10.82 plus 2.16 VAT = £12.98

Rymans Ringlet Folder Divisions £6.65 plus £1.33 VAT = £7.98

Sainsburys Coffee Tea biscuits at Parish Hall for Contract Meeting £15.50 no VAT = £15.50

Post Office Proof of delivery of Deed of Agreement to Church Faculty £8.15 no VAT = £8.15

Total Expenses £121.92 plus £6.48 VAT = £128.40

Salary: Contracted 65 hours @ 14.95 per hour = £971.75 (Gross)

Total Salary Gross = £971.75

Total Gross including expenses = £1100.15

Total Less Tax of £388.40 = £711.75 (including VAT of £6.48)

Signed.....

Chairman of Meeting

Signed.....

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

Parish Councils and Burial Authorities (Miscellaneous Provisions) Act 1970, s.1

B

Power to provide and maintain and Power to contribute towards expenses of cemeteries

Local Government Act 1972, s.214

Local Authorities Cemeteries Order 1977 (no 204) C1 Memorials (16 (1) (a) and 16 2 (b))

C

Bus Shelters

Power to provide and maintain shelters

Local Government (Miscellaneous Provisions) Act 1953, s.4

Parish Councils Act 1957, s.1

D

Crime prevention

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

Q

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

Local Government (Miscellaneous Provisions) Act 1976 s.19

F

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 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 [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) [Public Health Act 1936, s234]

S