

Nether Alderley Parish Council

Minutes of the Parish Council Meeting held on Tuesday 8th July 2025 6.30pm at The Village Hall Church Lane Nether Alderley

In the Chair Cllr. Lesley Gleave .

Parish Councillors present: Cllrs: Geoff Linnel, Susan Clarke, Angela Farrell and Sue Joseph.

Also present: David Naylor Parish Council Clerk.

Members of the Public: None

1. **Apologies for absence:** Cllrs. Rachel Horsefield, Melanie Connor and Mandy Kirk; 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 that the Minutes of the Nether Alderley Parish Council Meeting** held on 10th June 2025.
It was **RESOLVED** to approve the Minutes
5. **Public Presentation**
To adjourn the meeting to receive representation from members of the Nether Alderley Parish.
No members of the public were present and the meeting was not adjourned.
6. **Filling the Vacancy for the Parish Clerk.**
Due to an absence of applicants willing to take on the role, the vacancy was readvertised for the same 16 hours per week but an increase in the hourly rate to point 19 within the LC2 band i.e.£31,067 per annum pro rata £16 hours per week (£16.10 per hour).
There is an expected salary increase due to the cost of living, not yet known but potentially to be between 2% and 3%. This is likely to be paid in November/December and backdated to the start date of the new Clerk and also backdated for the retiring Clerk from 1st April to his departure date.
7. **Neighbourhood Plan Progress**
The Planning Consultants (Kirkwells) had provided drafts of both the Basic Conditions and Consultation Statements and had also made amendments to the Plan.
In relation to the Consultation Statement more information had been requested about the history of developing the Plan back to 2017/18.
In relation to the Plan itself, after being significantly updated following the recent Section 14 consultation, Kirkwells had suggested amendments and Cllr. Gleave had reviewed the changes and sent them to the Clerk. The Plan is in PDF format and the Clerk will use his PDF editor to make the actual changes.

8. **Net Budget Provision 01/04/25 to 08/07/25 and Bank Reconciliation** **Enclosure 1 in the Agenda Documents Pack.** This was an accurate budget position statement up to the end of July given that all payments and receipts had been included in both the bank reconciliation and the Net Budget Provision Report up to the end of July. Also included was a summary report which showed the budget variance after 4 months of the financial year. 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. In terms of Hall Hire income, July was not yet included in the report because invoices were sent out after the events. However, bookings were progressing well. The Clerk displayed the Bookings Diary at the meeting showing information about the Hall's usage.

9. **VAT Claims.** It was **RESOLVED** to approve the May VAT Claim **Enclosure 2 in the Agenda Documents Pack.**

Proposed Cllr. Gleave **Seconded.** Cllr Joseph

10. **Annual Governance and Accountability Review (AGAR)**

Click [HERE](#) to access all the documents which were submitted to the external auditor on 29th June to meet the 1st July deadline, an acknowledgment had been received from the auditor. The documents comprised.

- Completed Sections 1 and 2 of the AGAR Form 3;
- Completed Annual Internal Audit Report (AIAR);
- A bank reconciliation in support of Section 2, Box 8
- The notification of the dates of the period for the exercise of public rights
- An explanation of any significant variances year on year in Section 2. Explanations are now required for all variances of £100,000 or more regardless of the % variance. All responses should comprise both narrative and numerical explanations

Additionally because of our expenditure on the Village Hall Renovation it would be an intermediate audit which would include supplying:

- A copy of the relevant minutes and agenda papers from the meeting at which the annual review of risk management arrangements during 2024/25 was discussed
- If the 2023/24 external auditor report included any 'except for' matters, copies of minutes and any agreed plan showing the corrective action taken to address these matters

The External auditor will report in September after requesting any further information required such as copy invoices etc.

Regarding the notice confirming the exercising of Electors Rights and dates in relation to viewing or being supplied with copies of the unaudited accounts and internal audit 2024/25. ("unaudited" relates to the External Audit). The Clerk had complied with the publication requirements on our website and our three notice boards on Monday 2nd of June. The relevant dates chosen for display were Tuesday 3rd June – Monday 14th July 2025 Click [here for the evidence](#)

It was **RESOLVED** to approve this AGAR submission

Proposed Cllr. Gleave **Seconded** Cllr Joseph

11. **Finance Schedule (Appendix A)**

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

Proposed Cllr. Gleave **Seconded.** Cllr Joseph

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

Proposed Cllr. Clarke **Seconded** Cllr. Linnell

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

Proposed Cllr. Linnell **Seconded** Cllr. Gleave

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

Proposed Cllr Farrell **Seconded** Cllr Gleave

12. Broadband Supply Provider.

On 17th June Openreach completed the installation of the Village Hall's full fibre Broadband, including the three poles and cabling. See photos below.

We are not being charged for the installation and the £3,000 in the budget can be saved or used for something else that is urgently needed.

The installation is very neat and the very thin optic cable arrowed below is not intrusive when compared to the existing electricity cable on the right. The three poles are also vertical and neat and installed outside the paddock on the grassed edge of the drive.



The Clerk has configured the Cloud Voice phone system which works via the broadband router and set up "Be-Our Guest" broadband access to the router for hirers of the Hall using a simple password. This is totally separate from the secure broadband access that the Council will use via the same router using a very complex password. The Admin password to the router is kept in a safe place and not accessible by the public.

Broadband access details for Hall users is on display within the ground and first floors. It may be appropriate to buy another cloud voice handset for the first floor given that the ground floor where the current phone is housed will not normally be accessible by first floor users. Its purpose is to be used in emergencies given the poor quality of mobile signals at the Hall's location.

13. Planning Applications

Application No:	25/2235/DSC
Proposal	Discharge of conditions 4-10 on approved application 23/3086M : New Electricity Sub-Station
Location	National Trust Car Park Macclesfield Road, Nether Alderley, Cheshire East
Response Deadline	17 th July 2025
NAPC Response	No objection from the Town Council
Application No:	25/2217/DSC
Proposal:	Discharge of condition 6 on /M approval 23/1864M

Location:	Holme Acre Congleton Road, Alderley Edge, Cheshire East, SK9 7AL
Response Deadline	8 th July 2025
NAPC Response	No objection from the Town Council
Application No:	25/2119/HOUS
Proposal:	Erection of single storey rear extension, internal and external alterations,
Location:	Heawood House, Heawood Hall Congleton Road, Nether Alderley,
Response Deadline	24th July 2025
NAPC Response	No objection from the Town Council
Application No:	25/2012/FUL
Proposal:	Proposed building for agricultural and forestry use
Location:	Bradford Lane Farm Bradford Lane, Nether Alderley, Macclesfield, Cheshire East, SK10 4TR
Response Deadline	7th July 2025
NAPC Response	There is little change from the last application which the Parish Council objected to and our objection to this remains the same

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

[25/1246/VOC](#) Approved with Conditions

Decision Date 24/06/25

Variation of condition 2 on approval [21/5418M](#): Alterations proposed to enhance the dwelling, its function and appearance, to suit the preferences and requirements of the client's family.

Shed 7, Sandleheath Farm Bollington Lane, Nether Alderley, Cheshire East,

15. The Hall Booking Diary

Currently the Council uses the standard outlook calendar. Scribe has an events booking system which can integrate with the Council's Scribe accounting software and the website. Scribe Bookings is an online booking system designed for venues, particularly useful for town and parish councils. It allows for the management of bookings for spaces like town halls, village halls, and sports facilities. The system offers features such as advanced venue settings, multi-venue bookings, customer and operational notes, and automated communications. It integrates with council's accounts software and can be embedded on council websites for a seamless booking experience. Click [HERE](#) for an overview.

The Clerk had organised a ZOOM demo on Wednesday July 9th 2025. 10:30am – 11am and if the feedback from member was positive the Clerk would be asked to order it. The cost would be £262.80 set up fee and a monthly subscription of £27.60. It was **RESOLVED** to provide delegated authority to the Clerk in consultation with the Chairman and Vice Chairman to purchase the system if the conclusion following the demo was to purchase it.

16. Feedback from the Marketing Group The Summer Newsletter had been printed and delivered and a Hall promotion leaflet has been produced and is on Instagram and other social media. It can be accessed in **Enclosure 3 in the Agenda Documents Pack**. The variety and number of individual and repeat Hall bookings is continuing to grow which is adding to confidence that budgeted income will be met and potentially exceeded.

17. The Role and Advert for the Lengthsperson. This had been advertised in the Newsletter. The post will be self-employed and the rate of pay will be £18.00 per hour and the hours of work still

needs to be decided. The Clerk had received an enquiry from a acquaintance of the Hall Caretaker who is likely to be made redundant and may be able to fulfil the post. The Clerk has his details.

18. **Demonstration of the Aubergine Website.** This will be at the Village Hall now that we have broadband. Aubergine would also deal with the .Gov.UK URL changes. The Clerk to agree a date with the potential supplier and members

19. **Office 365 and SharePoint** **Enclosure 4 in the Agenda Documents Pack.** The Clerk recommended that the Council purchase 3 copies of the Business 365 Standard edition £9.60 per month for the Clerk, Chairman and Vice Chairman and 6 copies of the Business 365 Basic edition £4.60 per month for the remaining 6 councillors. The basic 365 is a web based edition but has access to SharePoint and the other 365 suite of programs. Total cost £676.80 per annum plus VAT.

It was **RESOLVED** to approve this. **Proposed** Cllr. Farrell **Seconded** Cllr. Clarke

20. **New Notice Boards.** The Village Hall and Orchard Place notice boards need replacing. The former has a broken lock and its backing board is very difficult to insert pins into. The same issue applies to the backing board of the latter and the unit is relatively small. The Church has asked to site a notice board adjacent to the Village Hall notice board and there is room to install it. It was agreed that the Clerk will source some appropriate sizes ,designs and prices and consult the PCC about a joint procurement. The Clerk would lead on this and Geoff Beeby would install them.

21. **New Boundary Signs.** Two The Clerk is ready to order three new boundary signs. He has sourced a quote from the same company who supplied the two which are already in place which will use the same art work molds. The cost will be £4,024 plus VAT which we will reclaim. The earmarked budget provision is £3,000. Carriage is expected to be circa £70 Council approval is sought. A picture of the sign is below. Goeff Beeby will install them. The new and original (May 23) Quotation are attached as **Enclosure 5 in the Agenda Documents Pack**



It was **RESOLVED** to purchase three. **Proposed:** Cllr. Clarke **Seconded:** Cllr. Gleave

22. **Review of Social Media Management:** Cllr. Connor was leading on and progressing this matter but she was not present.

23. **Potential to contribute to the security of the Church Car Park.** This would be in the form of automatic lighting which would be linked to a sensor. The lights would be positioned so as not to cause nuisance to neighbours. This would be investigated in terms of cost and acceptability of the PCC and linked to the continued future use of the car park by Village Hall users.

A part of the piece of the land immediately adjacent to the Village Hall, which is up for sale, could also be purchased for parking and access to the burial ground. Our earmarked reserves have a budget provision for this.

A local resident had mentioned to Cllr. Gleave in an email that the Parish Council could provide a children's playground adjacent to the Parish Hall on the triangle of land or on part of the above land which was up for sale. Cllr. Gleave suggested that this could be a mission for the Parish Council funded potentially from the likely CIL payment in October.

Cllr. Clarke advised that she had now been given the contact details of someone at Alderley Park to discuss potential improvements for Alderley Park residents and the wider community and was expecting to meet face to face. These would include childrens play facilities and the new shop etc.

PART 2 of the Meeting

24. At this point in the meeting, subject to a positive resolution of the Council in accordance with Standing Order 3D, any members of the public who are present would be excluded from the meeting due to the potential for personal and sensitive information being discussed.

No member of the public was present and no resolution was necessary

25. At this point in the meeting, subject to a positive resolution of the Council in accordance with Standing Order 3D, any members of the public who are present will be excluded from the meeting due to the potential for personal and sensitive information being discussed.

26. **Burial Board Matters.** Burial Board Meeting 19th May 2025.

a) Burial Ground Inspection Report

b) Burial Board Minutes 19.05.25

Both contained in **Enclosure 6 in The Agenda Documents Pack for members only**

It was **Resolved** to note the contents of these reports

In addition, the Burial Board recommended the following for approval by the Parish Council:

c) The Parish Council discuss the options to either reinstate the 4 bins (which are kept under the Mausoleum) and collected by a private refuse service or purchase and reinstate the free-standing bin.

The Parish Council's response to this was that the waste bin(s) were not essential, and multiple smaller ones would be difficult to accommodate and "dragging" them up the steps from the Mausoleum's cellar would be a potential hazard. Also housing a larger single waste bin would be difficult and unsightly in the immediate vicinity of the Village Hall. It was felt that users of the Burial Ground should take their waste home to dispose of. The matter would be kept under review.

d) Following completion of the Parish Hall renovation, the Burial Board recommend the Parish Council approve obtaining 3 quotations from local tree surgeons to carry out the necessary remedial work to the oak tree.

It was **RESOLVED** to approve this recommendation **proposed** Cllr. Gleave **Seconded** Cllr. Clarke

27. **Councillor items raised at the last meeting**

- An inspection of External Assets was due – bus shelters, benches etc.
- Cllr. Joseph was producing the Newsletter and would like councillors to suggest more content and perhaps compile a rolling list of issues to include. This next issue would include the continuing Parish Clerk's vacancy and the vacancy for a Lengthsperson
- The need to clear out as much as possible from the Mausoleum 2pm -7pm on 29th July 2025. Volunteers Please.
- The Village Hall Management Committee should have volunteers from the community

28. **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).

29. Due to Holidays it was **RESOLVED** not to have a meeting in August. The Clerk in consultation with the Chairman and Vice Chairman will ensure payments that are necessary are paid and are included in an Appendix A report to all members. The payments and other necessary actions will be reported to and ratified at the September meeting. To confirm the next Council meeting is

Tuesday 9th September 2025
6.30pm at Nether Alderley Village Hall

APPENDIX A

Nether Alderley Parish Council Meeting Tuesday 8th July 2025

Schedule of Receipts and Payments

A1. Receipt of Income - Month of June

Bank Interest

Current Account Interest Nil

Unity Trust Bank quarterly at the end of June £3.21

Reserve Account. June £0.48

A2. Invoices for payment

Ch. No.	Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
1873	Clerk	£918.64	£910.99	Salary and for June see Expenses in A4 below	£7.657	H
1874	Print It	£363.54	£363.54	Set up and Print Summer Newsletter	£0.00	H
1875	Cheshire Community Action	£20.00	£20.00	Membership Annual Cost	£0.00.	H
1876	ICO	£52.00	£52.00	Information `Commissioner Data Protection Registration Renewal	£0.00	H
1877	HMRC	£494.55	£494.55	Tax/NI for April May Payment	£0.00	H

A3. Direct Debits/Standing Orders for approval

Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
Crown Gas and Power Electricity Invoice	£67.92	£64.69	Electricity Supply	£3.23 @5%	H
Crown Gas & Gas Invoice	£95.76	£91.20	Gas Supply	£4.56 @5%	H
Nat West Bank	£9.10	£9.10	Bank Charges	£0.00	H

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

Travel 132 Miles @ 45 pence per mile = **£59.40**

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

HMRC Tax Payment Due on April Claim = **£54.33** (No VAT)

Cleaning Maid Easy 7th June Payment = **£75.00** (No VAT)

Cleaning Maid Easy 19th June Payment = **£62.50** (No VAT)

Rymans Postage Stamps = **£13.60** (No VAT)

B&M Bargains Printing Paper £3.75 plus £0.75 Vat = **£4.50**

Cartridge Discount Ink £15.39 plus 3.08 VAT = **£18.47**

BT Broadband Hub 3 Delivery Charge £9.95 plus £1.99 VAT = **£11.94**

Total Expenses £303.09 + £7.65 VAT = £310.74

Plus, Salary - Contracted 65 hours @ 15.58 per hour = £1012.70 (Gross)

Total Gross including expenses = £1,315.79 plus £7.65 VAT = £1,323.44

Less £404.80 Tax = £910.99 plus 7.65 VAT = **£918.64**

Signed.....
Chairman of Meeting

Signed.....
Clerk and Responsible Financia

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
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