

## NETHER ALDERLEY PARISH COUNCIL

### Minutes of the Parish Council Meeting held on Monday 10<sup>th</sup> August 2015 at 7.00 pm at Nether Alderley Parish Hall.

**In the Chair:** Mrs. Shufflebottom  
**Parish Councillors present:** Mrs. Bentley, Mrs. McKeown, Mrs. Shorland, Mrs. Walker and Mrs. Wilkinson  
**Also present:** \*Cheshire East Councillor George Walton, Mrs. Langham, Parish Council Clerk

**1. To receive apologies for absence**

The Parish Council received apologies for absence from Nether Alderley Parish Councillor Mr. Dave Colgan.

**2. To receive Declarations of Interests and confirm Code of Conduct expectations and procedures**

**2.1 To Declare Disclosable pecuniary interests.**

No declarations were made.

**2.2 To Declare interests conflicting with the seven Nolan principles.**

No declarations were made.

**3. To consider and approve Applications for Dispensations**

No applications for dispensation were submitted

**4. Public Presentation**

There were no presentations by members of the public.

**5. Meeting Minutes**

**DECISION:** *The Parish Council resolved to approve that the Minutes of the Nether Alderley Parish Council meeting held on Monday 27<sup>th</sup> July 2015 are a true and accurate record.*

**6. Matters Arising**

**6.1 To consider updated information regarding Burial Ground Access Route.**

An update was given by Mrs. Shufflebottom.

**6.2 To consider progress of Work to Oak Tree in Burial Ground**

The company was unable to go ahead, as planned on 30<sup>th</sup> July. A new date has been scheduled for 18<sup>th</sup> August.

**6.3 To agree Meeting Details and Plan – meeting with Cheshire East Highways Representatives**

Confirmation has been received from Cheshire East Council of the meeting date that representatives from the Highways Department will meet with the Parish Council to discuss the letter sent regarding speed limits and road safety on Congleton Road and other local lanes. The Clerk confirmed attendees.

**DECISION:** *The Parish Council resolved to approve a suggested meeting plan. The Parish Council considered and approved a format for the meeting, pending advice from Cheshire Association of Local Councils.*

**6.4 To consider further information relating to Parish Website**

There is no further information at present

**6.5 To consider results of enquiries regarding Christmas Tree provision.**

The Clerk explained communication with the Town Clerk for Northwich Town Council, further to correspondence received about provision of Christmas trees and barriers.

**DECISION: *The Parish Council considered the information and resolved not to pursue further due to potential costs involved.***

**6.6 To consider progress of telephone kiosk 'adoption' process**

BT has contacted the Parish Council to enquire about progress of the Parish Council's application for a highways licence for the telephone kiosk. The Clerk has discussed progress with the appointed Officer at Cheshire East Council Legal Department and has forwarded an e-mail from Cheshire East Council, confirming that the application is in process, to BT. The Clerk has been informed that the process is likely to take a further 2 months and that the Parish Council application to retain the kiosk on the highways must now be publically advertised.

The appointed Officer has explained that, should a change of use for the kiosk be sought, the Parish Council must contact both the Highways and Planning Departments for their consent.

**6.7 To consider proposed landscaping for Nether Alderley roundabout.**

Confirmation has been received from the designated Cheshire East Council Officer that a meeting will be arranged with members of the Parish Council to further discuss a plan for the landscaping of the roundabout in September.

**6.8 To consider further analysis of the Cheshire East Local Plan amendments**

Mrs. Bentley and Mrs. Shufflebottom reported details of Local Plan Appendices analysed since the last Parish Council meeting. Mrs. Shufflebottom reported back information about a 'Wider Engagement Event' held by Cheshire East Council for Town and Parish Councillors that provided an update on the progress of the Local Plan that she and Mr. Lewis had attended

**7. Correspondence**

**7.1 To consider correspondence from a Planning Officer**

Further to formulating the Parish Council's approved paragraph to be included in all Planning application responses, the Parish Council received a response from a Planning Officer that the requested condition would be beyond the Planning Department's control and it is not something that could be enforced. The Parish Council discussed the comment and concluded that it understood that a condition regarding control of parking during building development, had been applied to applications in neighbouring areas.

**DECISION: *The Parish Council resolved to note the comments but continue to include the request due to its importance in addressing impact of building development on neighbouring houses and the adjacent highway.***

**7.2 To consider correspondence from the Soss Moss Hospital Site**

Information has been received about refurbishment at the Millbrook Unit in Macclesfield.

**7.3 Report of Welsh Row Closure**

The Clerk confirmed that information has been received from Cheshire East Council that Welsh Row will be closed from 28<sup>th</sup> September to 9<sup>th</sup> October to enable excavation to install underground electricity cable and removal of overhead poles. The Parish Council has opportunity to send comments.

**7.4 Report of Manchester Airport runway closure dates**

The Clerk confirmed that dates for runway closures have been circulated to Parish Councillors.

**7.5 To consider Councillor Attendance at a Planning seminar and attendance at future training courses**

**DECISION: *The Parish Council resolved to approve that Mrs. Shorland, Mrs. Shufflebottom and Mrs. Wilkinson attend a Planning Seminar on 24<sup>th</sup> September at a cost of £25 per Councillor. The Parish Council resolved to approve that, should a place become available, Mrs. Bentley could attend the Planning seminar.***

The Clerk explained that a budgeted figure of £90.00 has been allocated to Councillor training in 2015-16.

**DECISION: *The Parish Council resolved that this amount would not be sufficient in view of the recent numbers of 'new Councillors' and the agreed Parish Council stance in support of training to enable Councillors to learn, understand and carry out their roles appropriately; and in view of there being 4 training course sections offered by Cheshire Association of Local Councils with a cost of £30 per Councillor per course***

***The Parish Council resolved to approve an addition of £200 from reserves, for Councillor courses, should Councillors wish to attend. The Parish Council resolved to approve that the amount could incorporate courses attended by the Clerk.***

***DECISION: The Parish Council resolved that the Clerk should have power to allocate this spending and arrange courses for Councillors as they arise, in order that places may be secured between Parish Council meetings.***

***Proposed by Mrs. McKeown, seconded by Mrs. Walker and approved by resolution of the Parish Council.***

#### **7.6 Other Correspondence**

The Parish Council noted that it has been informed that its insurance company has joined with another company.

The Parish Council noted courses arranged by the Society of Local Council Clerks and agreed for the Clerk to seek further information regarding a course addressing Quotes, Contracts and Tendering.

**\*Councillor Walton left the meeting**

### **8. Policies and Procedures**

#### **8.1 To consider Clerk's working hours July/August 2015.**

The Parish Council noted the Clerk's hours worked since the meeting on July 8<sup>th</sup> 2015.

#### **8.2 To report progress of the new bank mandate**

The Clerk confirmed that the bank mandate application form has been submitted and that two new Councillors application details have been submitted to the bank. There are two further Councillor application details to be submitted for completion of the mandate application to update signatories.

#### **8.3 To review the Parish Hall electricity supply company**

***DECISION: The Parish Council considered supply details and costs and resolved to approve continued use of Utility Warehouse for Parish Hall electricity supply.***

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

The Clerk will report details of the Standing charge at the next Parish Council meeting

#### **8.4 To review payment of electricity by direct debit facility**

***DECISION: The Parish Council considered payment of electricity by direct debit facility (and in relation to the Parish Council's financial regulations) and resolved to approve continued payment by direct debit.***

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

#### **8.5 To review Trade waste collection company**

***DECISION: The Parish Council considered waste collection arrangements and costs and resolved to approve continued use of the current waste collection company and maintenance of current arrangements.***

***Proposed by Mrs. McKeown, seconded by Mrs. Walker and approved by resolution of the Parish Council.***

### **9. Finance**

#### **9.1 To note receipt of income as listed in Financial schedule**

The Parish Council noted receipt of payment as listed in Appendix A, A1

#### **9.2 To consider and authorise payments as listed in Financial schedule**

***DECISION: The Parish Council resolved to approve payments, as listed in Appendix A2***

**Travel mileage – the Clerk explained details of calculations for distances travelled.**

**DECISION: *The Parish Council approved that mileage should be rounded up or down to the nearest mile or half mile.***

**9.3 To consider direct debits, as listed in financial schedule**

The Parish Council noted that there were no direct debits for approval

**9.4 Administration costs and expenses**

**DECISION: *The Parish Council resolved to approve expenses/administration costs, to send to CVS Cheshire East for inclusion in Clerk's payroll, as listed in Appendix A4***

**9.5 To consider Estimate of costs for painting work.**

**DECISION: *The Parish Council resolved to approve quoted costs received for painting of the turning circle bollards, Burial Ground kissing gate, bench in front of the Parish Hall and wooden panel to the side of the Parish Hall at £295 plus Vat in total.***

***The Parish Council resolved to approve commissioning of the work.***

The Clerk detailed powers for spending associated with each item of expenditure, in consultation with Cheshire Association of Local Councils.

**DECISION: *The Parish Council resolved to approve that expenditure relating to the bollards is appropriately linked with use of the Parish Hall.***

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

**10. Planning**

**10.1 To consider and approve responses to new planning applications**

The Parish Council considered the following planning application:

**Planning Application 15/3073M**

**To install a 16 kw and a 9 kw Samsung EHS Monobloc Heat Pump on the outside wall of Marion Brooks House**

**Marion Brook House, Warford Hall Drive, Great Warford, Alderley Edge, Wilmslow, Cheshire, SK9 7TR.**

**DECISION: *The Parish Council resolved to approve to submit the following response:***

Nether Alderley Parish Council suggests that this is an application for Great Warford residents and residents local to the property to comment upon with regard to the noise impact upon neighbouring properties.

**10.2 To consider other Planning matters**

Advice has been received from a Planning Officer that the Parish Council is not a consultee in cases of 'prior approval' applications.

**11. Burial Board**

No reports were received or matters required to be discussed.

**12. Parish Hall**

**12.1 To receive reports from members of the Parish Hall Joint Management Committee.**

Mrs. Walker, Chairman to the JMC, reported details and discussion of the recent Parish Hall JMC Committee meeting, including the JMC's consideration of and identification of costs for some refurbishment work. Mrs. Walker reported the income for the first 6 months, the identification of a suitable cupboard for storage of some items in the Mausoleum, as previously agreed with the Parish Council, and dates for future meetings.

**13. Other Matters**

**13.1 Superfast Broadband.**

Mrs. Walker enquired about instatement of and access to superfast broadband in Nether Alderley

**14. Future Meetings.**

The Parish Council noted that the next Parish Council meeting will take place on Monday 14<sup>th</sup> September 2015 at 7 pm.

The Parish Council noted that the next Burial Board meeting will take place on Monday 7<sup>th</sup> September 2015 at 6.00 pm

Minutes taken by: the Clerk.

Minutes confirmed and approved at the Nether Alderley Parish Council meeting on Monday 14<sup>th</sup> September 2015.

Signed..... Date.....

DRAFT

**APENDIX A**

**Nether Alderley Parish Council Meeting  
Monday 10<sup>th</sup> August 2015 at 7.00 pm.  
Nether Alderley Parish Hall.**

**Schedule of Receipts and Payments**

**A1.Receipt of Income**

Hooley, Watson, Buckley Burial Grave 305                      £300.00

**A2. Invoices for payment**

1170    Mrs. P Langham Clerk's salary plus admin expenditure                      August 2015  
£801.05                      H

*Comprising:*

*Salary August 2015                      £520.03*

*Plus Expenses/Parish Council administration costs £281.02*

*Salary expenditure reviewed and approved 9/3/15 Minute ref 9.5*

*Expenses approved 8/7/14 Appendix A4*

1171    Cheshire West and Chester, Cheshire Pension Fund                      Pension contribution, August 2015  
£132.63H

*Pension contribution level reviewed and approved 9/3/15 Minute ref 9.5*

1172    Henshaws                      Waste collections                      Two collections July 2015 £39.28 (£32.74 plus £6.54 VAT)  
Invoice 31/7/15 A,C,E,F,G

*Waste collection review and approval 15/9/14 Minute Ref 9.3*

*Service ordered 11/6/2009. Minuted approval 21/5/2009 ref 5.10*

**A3. Direct Debits for approval**

**A4. Approval to send to Payroll Provider for inclusion in Payroll Report for Clerk's expenses/Parish Council administration H**

Administration costs and expenses                      £147.64

Signed.....  
Chairman of Meeting

Signed.....  
Clerk and Responsible Financial Officer

**Parish Council Powers for expenditure and activity:**

**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 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 maintain 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**

Subsidiary powers of local authorities – to facilitate, or conducive or incidental to, the discharge of functions  
LGA 1972 s111 H

**Litter bins**

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

**Research and collection of information**

**Power to carry out research**

LGA 1972 S 141 M

**Parish Plans S141 LGA 1972 J**

**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 N