

## NETHER ALDERLEY PARISH COUNCIL

### Minutes of the Parish Council Meeting held at 7.00 pm on Monday 20<sup>th</sup> April 2015 at Nether Alderley Parish Hall.

Prior to the opening of the meeting, the Chairman of the Parish Plan Speed and Safety Working Group attended to present the Group's report on the results of the recent Congleton Road speed survey and responses to the Primary School parent survey.

In the Chair: Mr. Clarke

Also present: Mr. Colgan, Mrs. Reynolds, Mrs. Shorland, Mrs. Shufflebottom, Mrs. Walker, Cheshire East Councillor George Walton\* and Mrs. Langham, the Clerk

#### 1. **Apologies**

Apologies were received from Mr. Lewis and Mrs. McKeown

#### 2. **Declarations of Disclosable Pecuniary Interests**

No declarations were made

#### 3. **Declarations of Interests Conflicting with the Nolan Principles.**

No declarations were made.

#### 4. **Applications for Dispensations**

None made.

#### 5. **Approval of Meeting Minutes**

The Minutes of the Parish Council meetings held on Monday 9<sup>th</sup> March 2015 and Wednesday 25<sup>th</sup> March 2015, were confirmed as a true and accurate record and **approved by resolution of the Parish Council**

#### 6. **Matters Arising**

##### **6.1 Parish Plan Speed and Safety Working Group report.**

Further to the presentation made by the Chairman of the Parish Plan Speed and Safety Group and identification of:

- The levels of traffic exceeding the speed limit on Congleton Road recorded on the 7 day speed assessment in January
- The perceived hazards associated with exiting Bradford Lane
- The response and comments from parents in relation to the experience of walking and driving to the school

***The Parish Council discussed the results of the surveys, the recommendations made by the Speed and Safety Group and resolved to write to the Leader of Cheshire East Council, the Highways Department at Cheshire East Council, the Chief Inspector of Cheshire Constabulary, the Police Commissioner and George Osborne, MP with details of the results of the surveys and the following requests:***

- That a speed limit of 30 mph is introduced on Congleton Road
- That speed is reduced to 20 mph in the vicinity of the Primary School at peak school times

- That speed limits are enforced by installing a speed camera
- That speed limits on local lanes are reduced to 30 mph

### **6.2 Recent Meetings attended by Parish Councillors.**

Mrs. Shufflebottom, Mrs. Shorland and Councillor Walton reported back information about a recent Neighbourhood Planning event.

It was agreed that an invitation to John Heselwood, Cheshire Community Council, should be considered, for further advice and information on the Neighbourhood Planning process.

Mr. Clarke reported information from a recent Alderley Park briefing meeting attended by him and Mrs. Shufflebottom. He explained that the Alderley Park Draft Document responses are currently being appraised by Cheshire East Council and that an amended document will go before the Council's Cabinet meeting around June 9<sup>th</sup>.

### **6.3 Rural Lanes, Cheshire Local Access Forum**

Mrs. Walker explained that she had met with the Chairman of the Parish Plan Speed and Safety Working Group, together with Mrs. Shufflebottom and the Clerk, for consideration of the Local Access Forum Rural Lanes project of identifying 'hotspot' areas of highway concern particularly in relation to walking, horse-riding and cycling.

***The Parish Council resolved to approve a final list of locations of concern within Nether Alderley with associated recommendations, to submit to the Local Access Forum Rural Lanes subgroup.***

### **6.4 Telephone Kiosk**

The Clerk confirmed that an application for Highways licence for the telephone kiosk has been submitted.

The Clerk explained that a Locksmith has submitted a verbal quotation of £83.39 for fitting of a special suitable lock for the kiosk.

***The Parish Council resolved that the Clerk arranges for the lock to be fitted as soon as the Parish Council takes ownership of the kiosk.***

### **6.5 Parish Hall wall**

***The Parish Council resolved to approve that the Clerk includes a request for an estimate of costs for repair of the external ladies toilet wall, together with the previously approved request of cost for re-pointing with lime mortar, further to the Structural Engineer inspection and report.***

### **6.6 Tree Inspection**

***The Parish Council resolved to approve that the Burial Ground oak tree and oak tree in the adjacent field, are inspected by a qualified tree surgeon once a year, that the Burial Board carries out a visual inspection once a year as part of its annual inspection and that the trees are routinely inspected after severe weather. The Parish Council resolved that this inspection schedule should be added to the Parish Council's Risk Assessment.***

### **6.7 Tree works application**

The decision for tree works should be decided by Cheshire East Council in mid-May. The Clerk will then arrange for pruning works to take place.

## 6.8 Parish Council elections

Nether Alderley Parish Council has received 6 nominations and, therefore, stands uncontested.

The Clerk has been advised that the two ensuing vacancies can be considered for filling by co-option, at the first meeting following election.

## 6.9 Correspondence with Councillor Keegan

*Further to the Clerk speaking with Councillor Keegan on the telephone, the Parish Council resolved to approve written communication to be sent regarding support for an appraisal of the A34 Alderley Edge/ Nether Alderley Bypass for speed and overtaking safety.*

## 7. Correspondence

### 7.1 Speed camera, Congleton Road

The Parish Council has received notification that, due to it having been out of use as a result of road network change, a very low rate of detecting excess speed since the opening of the A34 Bypass and road collision data in the vicinity of the camera, the speed camera on the A34 will be removed. The Parish Council has been informed that the camera is not suitable for refurbishment or repair.

### 7.2 Cheshire East Council achievement of aims and objectives

Information booklets, received from Cheshire East Council, were passed on to Parish Councillors.

\*Councillor Walton left the meeting

## 8. Finance

### 8.1 Receipts

BACS Cheshire East Council £7715.00 (£7500.00 precept and £215.00 non-specific Parish Grant)

### 8.2 Payments made prior to meeting

1147 Cheshire West and Chester, Cheshire Pension Fund Pension contribution, April 2015 £132.63 (paid prior to meeting, as payment date 19<sup>th</sup> of the month) H

### 8.3 Payments to make

1148 Mrs. P Langham Clerk's salary and expenses April 2015 £596.24 (£76.21 administration expenses approved March 25<sup>th</sup> 2015, plus £520.03 salary) H

1149 Henshaws March 2015 waste collection £39.28 (£32.74 plus £6.54 VAT) E,F,G

1150 Cheshire Association of Local Councils copies 'The Good Councillors Guide 4<sup>th</sup> edition' £14.00 H

1151 Legal and General Ill Health additional insurance pension cover £77.53 H

1152 Cheshire Association of Local Council Annual Affiliation and copy of monthly LCR publication £165.48 H

#### 8.4 Direct Debits

Utility Warehouse Parish Hall Electricity March 2015 £330.98 (£275.82 plus £55.16 VAT) To be debited on or after 30<sup>th</sup> April 2015. E,F,G

NatWest Bank Bank safe deposit fee £25.00 H

#### 8.5 Payment Omission in Minutes

Utility Warehouse Parish Hall electricity November 2014 Debited on or after 31 December 2014 £181.32 (£151.10 plus £30.22 VAT) Approved at meeting on Wednesday 7<sup>th</sup> January 2015. The approval for payment was recorded in the Minutes but the amount not specified in the Minutes.

***The Parish Council noted the omission and resolved that it had approved the amount on the 7<sup>th</sup> January 2015.***

***Payments were proposed by Mrs. Walker, seconded by Mr. Colgan and approved by resolution of the Parish Council***

#### 8.6 Bank Reconciliation to 31<sup>st</sup> March 2015

***The Parish Council considered and resolved to approve the bank reconciliation to 31<sup>st</sup> March 2015, together with Bank printout statements at 31<sup>st</sup> March 2015.***

***Proposed by Mr. Clarke, seconded by Mrs. Reynolds and approved by resolution of the Parish Council.***

#### 8.7 Comparison of Receipts/Expenditure to Budget headings at 31<sup>st</sup> March 2015.

***The Parish Council considered and resolved to approve the analysis of receipts and expenditure in comparison with budget headings to 31<sup>st</sup> March 2015.***

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

#### 8.8 Presentation and Approval of Accounts 2014/15

The Clerk presented the accounts for the financial year 2014-15.

The Parish Council considered the accounts, together with the explanation of differences from accounts 2013-14.

***The Parish Council resolved to approve the Nether Alderley Parish Council accounts for the financial year 2014-15.***

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

### 8.9 Approval Accounting Statements, Section 1 Annual Return

***The Parish Council considered and resolved to approve the recorded figures on the Accounting Statements section of the Annual Return for submission to the External Auditor, relating to accounts 2014/15.***

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

### 8.10 Approval Cash Book Entries

***The Parish Council considered and resolved to approve the signing, by the Chairman and Clerk, of the Receipts and Payments book/ Cash book that details all receipt and payment transactions for the year 2014-15.***

### 8.11 Approval VAT Reclaim

***The Parish Council considered and resolved to approve the VAT refund form for 2014-15***

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

## 9. Policies and Procedures.

### 9.1 Appraisal of Clerk's hours worked 2014/15

The Parish Council appraised and approved a time sheet of hours worked by the Clerk in 2014-15.

Mr. Clarke proposed that, in view of the number of extra hours worked by the Clerk over the course of the year, an overtime payment should be made. ***The Parish Council resolved to approve that an overtime amount equating to 50 hours extra work, equivalent to one hour per week through the year 2014-15, should be granted.***

***The Parish Council resolved to approve the Clerk's request to register to work towards the Certificate in Local Council Administration qualification (CiLCA) and resolved to approve funding the course to the value of £250, together with reimbursement for hours worked towards the qualification.***

***The Parish Council resolved to approve that the number of hours worked by the Clerk is re-evaluated and that an increase in hours to 13 per week, should be allocated to the role.***

The Parish Council instructed the Clerk to submit monthly time sheets of hours worked in order that working hours can be evaluated on a regular basis.

### 9.2 Appraisal of Clerk's Annual leave 2014/15

The Parish Council considered and approved the Clerk's annual leave taken in 2014/15

### 9.3 Conflict of Interest.

The following Councillors, who were not present at the last Parish Council meeting, have sent written confirmation that they have no conflict of interest with either of the

Parish Council's Auditing companies, BDO and JDH Business Services: Mrs. McKeown, Mrs. Reynolds and Mrs. Walker

All other Councillors confirmed no conflict of interest at the Parish Council meeting held on 25<sup>th</sup> March 2015.

#### **9.4 Review of Complaints Policy**

***The Parish Council resolved to approve that the Complaints Policy is reviewed at a future meeting, in order that the Clerk can update the Policy.***

#### **9.5 Pension Discretions Policy**

Mr. Clarke explained that the version approved had been submitted to the Cheshire Pension Fund but that amendments had been suggested to fulfil requirements.

Mr. Clarke proposed amendments.

***The Parish Council resolved to approve the amendments.***

### **10. Planning**

The following new planning applications were considered and discussed by the Parish Council:

#### **10.1 Application 14/5415M Planning appeal**

Single storey side extension to existing dwelling  
Meadowside, Welsh Row, Nether Alderley, SK10 4TY

***The Parish Council resolved to make no further comments and not to withdraw its original response of 'no objection' to the proposed plans.***

#### **10.2 Application 15/0677M**

Erect extension to existing day nursery to provide up to 90 spaces, with reconfigured car park (27 spaces) and associated external works.

Alderley Day Nursery, Iron Gates Farm, Unit 2, Congleton Road, Nether Alderley, Cheshire, SK10 4SZ.

***The Parish Council resolved to send a response of 'No Objection' to the proposed plans.***

#### **10.3 Application 15/1329M**

Demolition of existing dwelling to make way for replacement dwelling previously approved under reference 14/5872M (previous approval was for alteration and extension of existing) Charnwood Cottage, Congleton Road, Alderley Edge, Wilmslow, Cheshire, SK9 7AL

***The Parish Council resolved to send the following response to the proposed plans:***

***The Parish Council strongly objects to the proposed plans for the following reasons:***

***1. The proposed building would constitute a significant overdevelopment of the site. The Parish Council recommends that the site does not warrant, and is not appropriate for, such a large building.***

***2. The size of the proposed development is out of proportion to the size of the plot. The size of the proposed development would not be in context with the historic site.***

**3. The overdevelopment of the site and size of building would lead to the proposed building being in inappropriately close proximity to the highway.**

#### **10.4 Application 15/1584M**

Proposed conversion of existing terrace house into 2 no. 2 bed separate dwellings  
Iron Gate Farm, Chelford Road, Nether Alderley, Cheshire, SK10 4SZ

***The Parish Council resolved to send a response of 'No Objection' to the proposed plans.***

#### **10.5 Applications 15/1697M and 15/1698M**

Erection of 14" x 17" timber log garage in the garden  
Flume Head, Artists Lane, Nether Alderley, Macclesfield, Cheshire, SK10 4UA.

***The Parish Council resolved to send a response of 'No Objection' to the proposed plans.***

***Responses to Planning applications were proposed by Mrs. Reynolds, seconded by Mrs. Shufflebottom and approved by resolution of the Parish Council.***

### **11. Burial Board.**

#### **11.1 Burial Ground Inspection**

A Burial Ground inspection took place on 15<sup>th</sup> April 2015.

***The Burial Ground report was approved as a true and accurate record of the inspection and decisions made at the inspection.***

The Clerk reported the following findings of the inspection:

- Bollards and the bench in front of the Parish Hall require painting. The kissing gate leading out of the Old Burial Ground has chipped paint. The wooden panel integral to the external toilet wall of the Parish Hall requires re-painting.  
***The Parish Council approved the recommendation of the Burial Board that the Clerk obtains quotations of cost for all re-painting work and for painting the bench black.***
- An update on Memorials identified at last inspection as requiring securing  
***The Parish Council resolved to approve that the Clerk obtains a quotation of cost from a Memorial Mason, for assessment and advice about securing of 2 memorials.***
- ***The Parish Council resolved to approve that it would purchase a leaf blower for use by the Burial Ground Grounds man. The Parish Council instructed the Clerk to ask the Burial Ground Grounds man to identify suitable blowers and pass on costs to the Parish Council for consideration.***
- No other problems were noted during inspection with any other aspect of the Burial Ground and Mausoleum

**Other Matters**

Further to their decision to step down from Office at the Parish Council election in May 2015, Parish Councillors expressed sincere thanks to Mr. Clarke and Mrs. Reynolds for all their work as Parish Councillors over the past 12-13 years.

Minutes taken by: the Clerk.

Minutes confirmed and approved at the Nether Alderley Parish Council meeting on Monday 18<sup>th</sup> May 2015.

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

**Parish Council Powers:**

**Burial Grounds, Cemeteries and Crematoria**

Power to acquire, provide and maintain A  
Open Spaces Act 1906, ss9 and 10

Power to agree to maintain monuments and memorials B  
Parish Councils and Burial Authorities (Miscellaneous Provisions) Act 1970, s.1

Power to provide and Power to contribute towards expenses of cemeteries C  
Local Government Act 1972, s.214

**Bus Shelters**

Power to provide and maintain shelters D  
Local Government (Miscellaneous Provisions) Act 1953, s.4  
Parish Councils Act 1957, s.1

**Community Centres**

Power to provide and equip community buildings E  
Local Government Act 1972, s.133

Power to provide buildings for clubs having athletic, social or educational objectives F  
Local Government (Miscellaneous Provisions) Act 1976 s.19

Power to provide a range of recreational facilities G  
Local Government (Misc Provisions) Act 1975 s19

**General Administration/Running Costs**

LGA 1972 s111 H

**Audit**

Audit Regulations 1996 I

**Parish Plans S141 LGA 1972 J**

**Benches**

Power to provide roadside seats and shelters Parish Councils Act 1957, s.1 K

**Litter bins**

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

**Power to carry out research**

LGA 1972 S 141 M



**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

DRAFT