

Nether Alderley Parish Council

Clerk: Mr D Naylor
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5th June 2025

Meeting Summons

Dear Councillors

I hereby give notice that the Parish Council Meeting will be held at the Nether Alderley Village Hall.

Tuesday 10th June 2025
at 6.30pm

All members of the Council are hereby summoned for the purpose of discussing and resolving upon the business to be transacted at the Meeting as set out hereunder.



David Naylor
Clerk to Nether Alderley Parish Council

Nether Alderley Parish Council Meeting

Tuesday 10th June May 2025

Parish Council Meeting

AGENDA

1. To receive apologies for absence.
2. To receive Declarations of Interests
 - 2.1 To declare disclosable pecuniary interests (Councillors with disclosable pecuniary interest(s) must leave the room for the relevant items).
 - 2.2 To declare interests conflicting with the Nolan principles/non-pecuniary interests.
 - 2.3 To allow Councillors to consider amendments required to their Declaration of Pecuniary Interest forms.
3. **To consider and approve Applications for Dispensations**
4. **To RESOLVE to approve that the Minutes of the Parish Meeting, The Annual General Meeting and Parish Council Meeting** held on 13th May 2025 are a true and accurate record.
5. **Public Presentation**

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

To resume the meeting.
6. **Filling the Vacancy for the Parish Clerk.** An existing Nether Alderley Parish Councillor had applied for the position of Parish Clerk but has subsequently declined to accept the position following an interview before the May Council meeting. At that meeting two weeks had been granted for the applicant to consider the offer. The key issues was that taking the post would have required the councillor to resign from the Council and they could not have taken a salary for 12 months as set out in the Local Government Act 1972 although reasonable expenses could have been paid. These restrictions had been conveyed to the applicant before an application was made but proved to be too restrictive. The post will now be re advertised and the retiring Clerk will remain in post for a short time. Consideration needs to be given to whether the existing employment terms of the post are still appropriate to attract a new Clerk and how best to advertise it more thoroughly.
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. The Clerk has found documentation which he was working on and it would be sent to Kirkwells.

In relation to the Plan itself, after being significantly updated, following the recent Section 14 consultation, Kirkwells had suggested amendments and Cllr. Gleave was reviewing the changes. The Plan is in PDF format and the Clerk will use his PDF editor to make the actual changes. It is accepted that progress needs to be made urgently to complete this whole process.

- 8. Net Budget Provision 01/04/25 to 10/06/25 and Bank Reconciliation Enclosure 1 in the Agenda Documents Pack.** This is essentially a budget forecast from the end of June given that all payments and receipts will have been included in both the bank reconciliation and the Net Budget Provision Report up to the end of June. The report continues to show a robust budget situation for investing significantly in the Nether Alderley Community this year now that the Village Hall Renovation is complete. Also attached is the Hall Hire Income for the same period which given the increasing interest in hiring the venue gives confidence that the Hall income should reach its budget goal for this financial year.
- 9. Approval of the VAT Claim for the month of April 2025 Enclosure 2 in the Agenda Documents Pack.** Following very significant VAT claims over the last 12 months we will now be claiming a lot less VAT on Village Hall expenditure and also levying it on Village Hall income in the form of Output Tax. This is because we applied to “Opt to Tax” only on the Village Hall income. Although we became VAT Registered in June 2024, and HMRC had paid all our VAT claims, they were waiting for our first output tax in our VAT returns, which appeared in the March 2025 submission, before they formally issued the Opt to Tax approval. I have thanked the Steve Parkinson Partnership for their comprehensive help and advice throughout all the technical negotiations with HMRC.
- 10. Annual Governance and Accountability Review (AGAR)**
- The first step in this process has been completed with the completion of the internal audit and the approval and signing of the AGAR documents to be sent to the External Auditor PKF Littlejohn by the 1st July 2025.
- This is the default submission deadline for the receipt of the approved AGAR and supporting documentation. Non-submission by this date would lead to chargeable chaser letters being issued £40 plus VAT for all financially active smaller authorities. If we were not able to meet this deadline we would contact them to arrange an alternative date. However no submission deadlines will be granted beyond 31 July 2025 and it will only be possible to extend submission deadlines by a maximum of 4 weeks to 31 July 2025 providing sufficient justification explaining the exceptional need for the extension is given.
- Nether Alderley’s Submission will be made before 1st July. Like the internal audit it is likely to face more scrutiny because income and expenditure during 2024/25 compared with 2023/24 showed variances of over 900% because of the Village Hall renovation. These variances are fully explained in the Variances Report which will be included with the submission documents.
- The information required is
- 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 (pro forma including example);
 - the notification of the dates of the period for the exercise of public rights- ([pro forma](#));
 - 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 ([pro forma](#));
- Additionally because of our expenditure we will be an intermediate audit which will 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.

The notice to confirm 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 has complied with the publication requirements on our website and our three notice boards on Monday 2nd of June. The relevant dates chosen for display are Tuesday 3rd June – Monday 14th July 2025 Click [here for the evidence](#)

11. Finance Schedule (Appendix A)

- 11.1 To note receipt of income, as listed in schedule (A1)
- 11.2 To approve items for payments as listed in schedule (A2)
- 11.3 To approve direct debit/standing order as listed in schedule (A3)
- 11.4 To consider and approve the Clerk's expenses as listed in schedule (A4)

12. Broadband Supply Provider. On 20th May the Clerk met Openreach engineer on site and he fitted the external and internal boxes and cabling in the Store Room and fitted the router supplied by BT. In relation to the three poled and optic cable from the node on the pole at the top of Church Lane he marked the points where the poles would be on the ground and on a the form. He then advised that one of their survey engineers would visit without the need for my presence to survey the intended pole position for any underground services.

Before this last visit I had made a formal complaint to BT about the lack of progress and was now receiving an update from the complaints team at the start of each week. This week's update is enclosed in **Enclosure 3 in the Agenda Documents Pack**. The complaints team can readily contact Openreach and are continually chasing them for us.

The Clerk also met a business representative from BT on 21st May at the Hall. He was offering the use of a 5G business router. I informed him that even 3G was unavailable around the Hall, however, he said that the EE network which is part of BT provides a good 5G from a mast only 1 kilometer away and we could have the router at a price of £24 per month on a 3 year contract. No other costs would be levied and we would have 14 days to test it and cancel the contract if not happy. Allegedly it can cope with 100 users at once.

I wish I had been told this 3 months ago, however he said that router is movable anywhere in the building and provides a very good back-up if the fibre system is temporary out of action.

13. Planning Applications

Application No:	25/1454/FUL
Proposal	Proposed new Padel Court.
Location	April House Congleton Road, Alderley Edge, Cheshire East, SK9 7AL

Response Deadline	19 th June 2025
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Application No:	25/0946/VOC
Proposal:	Variation of condition 2 on application 23/3181M : Variation of condition 2 on approved application 22/3619M : Construction of new infill dwelling including landscaping, infrastructure, and access
Location:	April House Congleton Road, Alderley Edge, Cheshire East, SK9 7AL
Response Deadline	25 th June 2025

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

[25/1046/HOUS](#) Approved with conditions

Decision Date 05/05/25

Erection of garage and garden room and conversion of existing garage to habitable room
12 Osprey Close, Nether Alderley, Macclesfield, Cheshire East, SK10 4ZP

[25/1176/PRIOR-1A](#) Prior Approval Refused

Decision Date 30-05-2025

Prior approval for single storey rear extension extending 7.35m beyond the original rear wall, maximum height of 3.5m and eaves height of 3.1m. Installation of chimney flue.
Wyche Farm Soss Moss, Nether Alderley, Macclesfield, Cheshire East, SK10 4TU

[25/1156/CLPUD](#)

Part Approved/Part Refused

Certificate of Lawfulness for Proposed single storey side extension, removal of existing doorway, replacement of window with door, alterations to fenestration and to existing access arrangement including an altered driveway and construction of a new parking area.

Wyche Farm Soss Moss, Nether Alderley, Macclesfield, Cheshire East, SK10 4TU

[Enclosure 4 in the Agenda Documents Pack.](#)

15. Feedback from the Marketing Group (see the May Council Minutes). Any further update will be reported and discussed at the meeting

16. The Role and Advert for the Lengthsman. To be discussed at the meeting.

17. 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. The Clerk will source some appropriate sizes ,designs and prices and consult the PCC about a joint procurement. Geoff Beeby will install them.

18. New Boundary Signs. Two signs produced by “Signs and the Times” have already been installed. There is budget provision this year for three more. The supply company has the art work and moulds. Goeff Beeby will install them.

- 19. Review of where we are with Social Media Management** - an updated to be provided at the meeting
- 20. Example Table for Upstairs Room** **Enclosure 5 in the Agenda Documents Pack.**
- 21. 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).
- 22. To confirm the next Council meeting is**

Tuesday 8th July 2025
6.30pm at Nether Alderley Village Hall

APPENDIX A

Nether Alderley Parish Council Meeting Tuesday 10th June

Schedule of Receipts and Payments

A1. Receipt of Income - Month of May

Bank Interest

Current Account Interest Nil

Unity Trust Bank quarterly next due at the end of June

Reserve Account. April £0.47

A2. Invoices for payment

Ch. No.	Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
1865	Clerk	£887.17	£875.30	Salary and for May see Expenses in A4 below	£11.87	H
1867	HMRC	£494.55	£494.55	Tax/NI for April May Payment	£0.00	H
1868	Norman Moore	£1,484.00	£1,484.00	Burial Ground Maintenance	£0.00	A
1869	Scribe Accounts Starboard Sytems	£414.72	£345.60	Renewal of Accounting Software	£69.12	H
1870	Parish On-line	£57.60	£48.00	Mapping Renewal Premium	£9.60	H
CHAPS	Currie & Brown	£353.56	£294.63	QS Professional Fees	£58.93	E
Note that this CHAPS payment is to replace Cheque 1853 which was lost or not delivered Voucher number VN 10 which was approved at the 8 th April Council Meeting						
1871	David Fairbotham	£336.00	£336.00	Village Hall Caretaking	£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	£67.31	£64.10	Electricity Supply	£3,21 @5%	H

Crown Gas & Gas Invoice	£132.59	£126.28	Gas Supply	£6.31 @5%	H
Public Works Loans Board Loan Repayment	£4,963.77	£4,963.77	Public Works Loan Board Capital and Interest Payment	£0.00	Power of Competence
			12 th May 2025		

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

Travel 142 Miles @ 177 miles @45 pence per mile = **£63.90**

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

B&Q Extension Lead with USBs for AV Equipment in Village Hall 1 metre cable Plus Cable Ties, Black Electrical Tape & Cable Clips **£19.39 plus £3.88 VAT**

B&Q Extension Lead with USBs or AV Equipment in Village Hall 1 metre cable **£19.17 plus £3.83 VAT**

B&Q Extension Lead no USBs for AV Equipment in Village Hall 2 metre Cable **£11.67 plus £2.33 VAT**

Cleaning Maid 14th May Payment **£75.00 No VAT**

Cleaning Maid 23rd May Payment **£69.50 No VAT**

Total Expenses £267.80 + £11.87 VAT = £279.67

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

Total Gross including expenses = £1,280.50 plus £11.87 VAT = £1,292.30

Less £405.20 Tax = £875.30 plus 11.87 VAT = **£887.17**

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