

## NETHER ALDERLEY PARISH COUNCIL

### Minutes of the Parish Council Meeting held on Monday 10<sup>th</sup> September 2018 at 7.00 p.m. at Nether Alderley Parish Hall

**In the Chair:** Cllr. J Shufflebottom

**Parish Councillors present:** Y.Bentley, A.Farrell, N.Howick, S.Joseph and J.Wilkinson  
**Also present:** Cheshire East Councillor G.Walton and the Parish Council Clerk

1. **To receive apologies for absence** – The Parish Council received apologies for absence from Nether Alderley Parish Councillors: S.Lewis

2. **To receive Declarations of Interests**

2.1 **To Declare Disclosable pecuniary interests** – No declarations were made.

2.2 **To Declare interests conflicting with Nolan principles/non-pecuniary interests** – No declarations were made.

2.3 **To allow Councillors to consider amendments required to their Declaration of Pecuniary interest forms** - No amendments were made.

3. **To consider and approve Applications for Dispensations** - No applications for dispensation were submitted.

4. **RESOLVED: The Parish Council resolved to approve the minutes of the Nether Alderley Parish Council meeting held on 13<sup>th</sup> August 2018 and Burial Board meeting held on 5<sup>th</sup> September 2018, are a true and accurate record.**

*Proposed: Cllr. J.Shufflebottom*

*Seconded: Cllr. N.Howick*

5. **7.05 p.m. Public presentation** – Marc Asquith was in attendance.

6. **Meeting resumed**

7. **To exclude the public and press in the public interest for consideration of the following items:**

a. Personal issues

b. Legal Issues

8. **Current Matters**

**To consider and agree actions relating to ongoing matters as follows:**

8.1 **Parish Hall renovation update**

8.1.1 **Meeting with Andrew Ramshall (Listed Planning Officer at CEC)** – A meeting had taken place in August to establish the feasibility of adding a small extension to the existing external storeroom prior to instructing an architect. Subject to English Heritage approval, Mr. Ramshall was sympathetic to lowering the hall floor which would address disabled access and adding a small extension, providing it was in scale with the building. However, he did have reservations about access from the hall which will need to be addressed by the architect when detailed plans are prepared.

- 8.1.2 Bat Survey** – Simon Fenton (quantity surveyor for the project), suggested the Parish Council should instruct a bat survey in preparation for submitting a full planning application. Cllr. Shufflebottom presented three quotations from local companies for consideration so that the survey could be done without delay.

**RESOLVED: The Parish Council resolved to approve to appoint Leigh Ecology to perform a bat survey.**

**Proposed: Cllr. J.Shufflebottom**

**Seconded: Cllr. Y.Bentley**

- 8.1.3 Storage** – Councillors agreed 8-10 m<sup>2</sup> would be required to accommodate existing storage. However, Mr. Ramshall had indicated the extension could be a little larger which would have cost implications:

Area	Cost	Additional to orig. costings
10m <sup>2</sup>	£203,516	+£29,516
12m <sup>2</sup>	£209,057	+£35,057
16m <sup>2</sup>	£217,508	+£43,508

- 8.1.4 Additional Funding** – The Parish Council considered and discussed there would inevitably be additional costs which were not included in the original cost analysis:

- Provision of a single storey extension to side of hall
- Possibility of upgrading the drains/septic tank

Therefore, it may well be necessary to fund raise and/or raise the 2019/20 precept.

- 8.1.5 Detailed Plans** – The Parish Council discussed moving the refurbishment of the Parish Hall forward by having detailed plans drawn.

**RESOLVED: The Parish Council resolved to approve the Parish Hall Renovation Committee instruct Lloyd Evans Prichard to obtain quotations to have detailed plans drawn.**

**Proposed: Cllr. S.Joseph**

**Seconded: Cllr. J.Wilkinson**

Marc Asquith left the meeting

- 8.1.6 Business Plan** – The Parish Council agreed to take responsibility for producing a Business Plan which will require the following skills: Financial, Commercial and Marketing. Cllr. Shufflebottom suggested forming a working group of 5-6 people who have the relevant skill sets.

- 8.2 Neighbourhood Plan update** – Cllr. Howick confirmed the aim of the working group is to have a basic Neighbourhood Plan by the end of 2018. However, it was noted that additional specialist input will be required from a consultant at certain stages which should help to keep costs to a minimum.

- 8.2.1 Notice of Designation of Nether Alderley Neighbourhood Area** – The Parish Council has received the Notice of Designation from Cheshire East Council which will shortly be available to view on the Parish website.

- 8.2.2 Neighbourhood Questionnaire** – The working group has drafted a questionnaire which will be hand delivered and collected towards the end of September.

- 8.2.3 Cheshire East Council (CEC) support** – The working group will contact Tom Evans at CEC as they offer free support to Parish Council's whose aim is to produce a Neighbourhood Plan.

- 8.3 New Councillor vacancy update** – Cheshire East Council advertised the councillor vacancy for the requisite period and confirmed there have been no claim for an election to be held from 10 electors in writing, to fill the casual vacancy. Therefore, the Parish Council are now able to fill the vacancy by co-option and will advertise in the notice boards and on the website.

- 8.4 Highways** – Rachel Bailey, Leader of Cheshire East Council, has informed the Parish Council that she has asked the highways team to investigate and respond to the Parish Council's concerns regarding the pot holes in Nether Alderley.

- 8.4.1 B5087 update** – Following a meeting earlier in the year, Cllr. Walton reported that there had been no speed restrictions imposed and the speed limit remained at 60mph.. Each Parish Council had been asked to formally write to Mr. Paul Traynor at Cheshire East Council to support the Ward Councillor when he attends the LEP meeting later in September.

- 8.4.2 Street furniture update** – The Highways department at Cheshire East Council have confirmed all items which were reported by the Parish Council have been referred to the relevant departments.

Cllr. G.Walton left the meeting

- 8.5 Esther McVey drop in update** – Cllr. Shufflebottom attended the recent drop in session with the Rt. Hon. Esther McVey, Member of Parliament for Tatton to reinforce the Parish Council's continued petition regarding the state of the roads in Nether Alderley. Following the drop in session, Cllr. McVey confirmed in writing that Cheshire East Council have decided not to put more funding into highways but that she would be meeting with the leader of the council and would raise the issue with them.
- 8.6 Alderley Park Liaison Committee update (17<sup>th</sup> August 2018)** – The Parish Council received an email from a concerned local resident regarding the unrestricted discharge of all surface water into Pedley Brook from Heatherley Woods housing development. Following the meeting, Adrian Crowther (CEC) and Nick Hynes (Alderley Park Ltd.) agreed to meet the local resident and Cllr. Shufflebottom would liaise between them.
- 8.7 Septic area update** – As there are no official legal papers available to support ownership of the septic tank area, the Parish Council will continue to assume ownership.

## 9. New Matters

**To consider and agree actions relating to new matters as follows:**

- 9.1 The Village Institute** – Cllr. Wilkinson informed the Parish Council of the opportunity to acquire some additional funding from the Village Institute's Trust which is a charity to 'promote such general charitable purposes for the benefit of the inhabitants of the area, as the trustees think fit'. Councillors discussed the merits of making an application towards the renovation of the Parish Hall and asked Cllr. Wilkinson to make further enquiries and report back.
- 9.2 Chelford Ward Cluster Group** – In the past, PCSOs have visited individual Parish Councils on a regular basis to discuss any parish policing issues or concerns. However, due to the vast area they now cover, PCSO Julia Short has suggested forming a Ward Cluster Group (Chelford) with one representative from each Parish Council. The meeting will take place every three months in a different Parish Council. Councillors agreed to take it in turn to attend the meetings and Cllr. Shufflebottom volunteered to attend the first meeting which will be held at Congleton Police Station on Wednesday 26<sup>th</sup> September 2018.
- 9.3 Manchester Airport celebrates 80<sup>th</sup> birthday by offering 80 oak trees to local communities** – Councillors unanimously agreed to apply for one of the oak trees in recognition of the work of Norman Moore, who maintains the Burial Grounds here in Nether Alderley and who has worked for the Parish Council for 40 years.

## 10. Policies and Procedures

- 10.1 To receive a report on the quarterly inspection of Highways assets:** The next inspection is due in September by Cllr. Lewis and will be reported at the Parish Council meeting in October 2018.
- 10.2 To review the Parish Council Code of Conduct for Members** - Councillors were reminded of their Code of Conduct.
- 10.3 To review the Powers of Parish and Town Councils** - Councillors were reminded of their Parish Council Powers.
- 10.4 To consider and approve amendments to the bank mandate**

**RESOLVED:** *The Parish Council resolved that the authorised signatories in the current mandate for the accounts detailed in section 2, be changed in accordance with sections 5 and 6 and the current mandate will continue as amended.*

**Proposed:** Cllr. J.Shufflebottom

**Seconded:** Cllr. N.Howick

- 10.5 To consider and approve annual subscription for anti-virus software**

**RESOLVED:** *The Parish Council resolved to approve the annual subscription for anti-virus software 2018/19.*

**Proposed:** Cllr. J.Wilkinson

**Seconded:** Cllr. J.Shufflebottom

**10.6 Annual review of Clerk's Terms of Employment: salary, expenses, pension contribution and annual leave – Appendix C 10.09.18**

Item 10.6 was excluded from the public and press in the public interest for consideration of the following items:

a. Personal issues

b. Legal issues

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

11.1 The Parish Council noted receipts as listed in Appendix (A1)

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

**RESOLVED: The Parish Council resolved to approve payments as listed in Appendix (A2)**

**Proposed: Cllr. N.Howick**

**Seconded: Cllr. J.Wilkinson**

11.3 To approve direct debits/standing orders as listed in schedule (A3)

**RESOLVED: The Parish Council resolved to approve direct debit/standing order as listed in Appendix (A3)**

**Proposed: Cllr. J.Shufflebottom**

**Seconded: Cllr. J.Wilkinson**

11.4 To approve administration and expenses costs as listed in schedule (A4)

**RESOLVED: The Parish Council approved the Clerk's administration and expense amounts to send to the Payroll Provider for inclusion in the Clerk's payroll report.**

**Proposed: Cllr. J.Shufflebottom**

**Seconded: Cllr. J.Wilkinson**

**12 Correspondence**

To receive and consider new correspondence sent to the Parish Council and agree actions to take in response to the following communication:

12.1 30.08.18 Local crime report – Noted

12.2 30.08.18 Police surgeries for Gawsworth and Chelford Wards – Noted

12.3 31.08.18 NW Air Ambulance Charity 'Brew with the Crew' – Councillors agreed to promote this event on the Parish Council website.

**13 Planning**

13.1 To consider and approve responses to new planning applications:

**Application No: 18/3968M**

Proposal: Full planning application for the temporary erection of a sales suite

Location: ZENECA, Alderley Park, CONGLETON ROAD, NETHER ALDERLEY, SK10 4TF

National Grid Ref: 384849 375145

**Comment: No comment**

**Application No:** 18/4039M  
**Proposal:** Application for approval of reserved matters (access, appearance, landscaping, layout and scale) (following the grant of planning permission reference 15/5401M) to secure approval for changes to the 5-storey residential apartment building comprising 25 units with uncovered and covered car parking areas. The outline application was subject to an Environmental Impact Assessment which was assessed by the Local Planning Authority during its determination.  
**Location:** ALDERLEY PARK, CONGLETON ROAD, NETHER ALDERLEY, MACCLESFIELD, CHESHIRE, SK10 4TJ  
**National Grid Ref:** 384500 374881

**Comment:** *The Parish Council acknowledge that PJ Livesey have addressed many of the issues raised previously which had given cause for concern i.e. materials, landscaping etc. However, the issue of inadequate car parking provision remains.*

**Application No:** 18/4047M  
**Proposal:** Demolition of existing house and construction of a new dwelling. (Identical application to Approval 09/0009P and extension of time Approval 11/4123M).  
**Location:** THE SMITHY, BRADFORD LANE, NETHER ALDERLEY, CHESHIRE, SK10 4TR  
**National Grid Ref:** 384386 376549

**Comment:** *No objection*

**Application No:** 18/4343M  
**Proposal:** Proposed footprint extension on the front porch and north-west side extension adding a total of 15,65 square meters to the existing footprint, as well as some restoration works on certain elements.  
**Location:** NETHERWOOD LODGE, BRADFORD LANE, NETHER ALDERLEY, CHESHIRE, SK10 4TR  
**National Grid Ref:** 384818 376446

**Comment:** *No objection*

**13.2 To consider any other Planning matters including decisions to Planning Applications:** None

**14 Burial Board**

**To consider communication and issues relating to the Burial Ground:**

**Item 14.1 was excluded from the public and press in the public interest for consideration of the following items:**

**a. Personal issues**

**b. Legal issues**

**14.1 Consider and approve memorial headstone (OBG 28) – Appendix B (10.09.18)**

**15 Parish Hall**

**15.1 To receive reports from members of the Parish Hall Joint Management Committee (JMC):** The next meeting of the JMC is Monday 15<sup>th</sup> October 2018.

**15.2 To consider any other matters relating to the Parish Hall:** None

**16 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).

Nether Alderley Parish Council, Meeting Monday 10<sup>th</sup> September 2018

**17 Next Parish Council meeting:**

The next Parish Council meeting is on Monday 8<sup>th</sup> October 2018

**Minutes taken by: the Clerk**

**Signed..... Date.....**

**APPENDIX A**

**Nether Alderley Parish Council Meeting  
Monday 10<sup>th</sup> September 2018 at 7.00 p.m.  
Nether Alderley Parish Hall**

**Schedule of Receipts and Payments**

**A1. Receipt of Income**

None

**A2. Invoices for payment**

1383	Mrs. B.Thorpe	<b>£622.20</b>	<i>Salary and expenses, August 2018</i>	<b>H</b>
1384	Henshaws Envirocare Ltd.	<b>£42.58</b>	<i>(£35.48 plus £7.10 VAT) 2 x waste collections – August 2018</i>	<b>E,F,G</b>

**A3. Direct Debits/Standing Orders for approval**

Cheshire Pension Fund	<b>£170.00</b>	June 2018 pension contribution Debited on or after 15 <sup>th</sup> August 2018	<b>H</b>
Utility Warehouse	<b>£174.79</b>	Parish Hall Electricity for July 2018 debited on or after 31 <sup>st</sup> August 2018 (£145.66 plus £29.13 VAT)	<b>E,F,G</b>

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

Additional Hours, Travel and Administration/Stationery Costs:	<b>£329.30</b>	<b>H</b>
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**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

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

**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

**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 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 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 £7.57 per elector in 2017/18. Expenditure must be commensurate with the benefit N

**Websites** Local Government Act 1972 s142 P