

NETHER ALDERLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Thursday 11th February 2016 at 7.00 pm at Nether Alderley Parish Hall.

In the Chair: Cllr. J Shufflebottom
Parish Councillors present: Cllr. S. Lewis, Cllr. C. McKeown, Cllr. S. Shorland, Cllr. C. Walker and Cllr. Wilkinson
Also present: Cheshire East Councillor George Walton*, Mrs. P. Langham, Parish Council Clerk
Chairman of Safety and Security Group, one other resident

Public presentation was held prior to the meeting

The Chairman of the Nether Alderley Parish Plan Safety and Security Working Group attended to ask for updated information and passed on comments in relation to proposals for addressing speed and safety on local lanes, as requested of Cheshire East Council by the Parish Council. (appendix B)

The Clerk reported information from the Cheshire East Council's Strategic Commissioning Manager for Highways that a school zone 20 mph limit will be instated within this financial year and that all other proposals (a reduction in speed limit to 40 mph on Sand Lane and Welsh Row, crossing markings on Congleton Road near the school, rationalisation of signage on Congleton Road and installation of a speed camera on Congleton Road in the vicinity of the Primary School) have been included within the Highways business plan that will be considered by the full Council meeting, as part of its budget, on 25th/26th February. The Clerk will follow up the results of the Council meeting at the end of February.

The Chairman of the Parish Plan Safety and Security Group left the meeting

The Chairman of the Parish Council opened the meeting.

1. To receive apologies for absence

The Parish Council received apologies for absence from Nether Alderley Parish Councillors Y. Bentley and D. 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. **RESOLVED: The Parish Council resolved to approve to move the consideration of Nether Alderley roundabout as the first item of business.**

The Clerk explained enquiries made about the progress of the roundabout landscaping with Cheshire East Council Officers. Due to the Officer originally involved moving to a different role, the scheme has not been progressed as the Parish Council had hoped, despite ongoing communication with Cheshire East.

The Parish Council expressed dissatisfaction over the time that it is taking to resolve the landscaping of the roundabout. Time scales and previous communication was discussed.

RESOLVED: The Parish Council resolved to approve that communication is sent to the Highways Service Leader and Deputy Leader of Council at Cheshire East, for support in resolving the issue as soon as possible.

*Councillor Walton left the meeting

5. The Parish Council meeting was closed for presentation by Sergeant Andy Miller, Cheshire Constabulary

Sergeant Andy Miller, Cheshire Constabulary, presented information about the Operation Shield project Sgt Miller described the details of the Operation Shield project including impact upon crime prevention in areas where the scheme has been implemented.

Sgt Miller explained the roll out of the scheme by Parish Councils in areas within Cheshire and the process of implementation, including household mailings, public meetings and signage.

Sgt Miller explained how the Selecta DNA product works, website access to details about the product, costs involved and arrangements for ordering.

6. The Parish Council meeting was re-convened.

7. RESOLVED: *The Parish Council resolved to move consideration of Policies and Procedures and Finance as the next items of business*

7.1 To note the Clerk's working hours January/February 2016

The Parish Council noted the hours worked by the Clerk

7.2 To review the Parish Council bank mandate and banking terms.

The Parish Council noted that a new bank mandate had been established last year

RESOLVED: *The Parish Council considered and resolved to approve the Parish Councils current banking and bank mandate arrangements.*

7.3 To review assets

The Clerk confirmed the recent inspection of Parish Council assets for continued existence and state of repair. Members of the Parish Council confirmed that they had received the asset inspections report prior to the meeting.

The Clerk confirmed that street furniture assets are now inspected on a quarterly basis.

The Parish Council noted the asset inspection report.

7.4 To review the Parish Council Complaints procedure.

The Clerk confirmed circulation of a new Complaints policy to all Councillors prior to the meeting.

RESOLVED: *The Parish Council resolved to approve the updated Complaints policy.*

Proposed by Cllr. Walker, seconded by Cllr. McKeown.

The Clerk confirmed that the addition of an appeal process could be considered in the future.

7.5 To Consider an addition to the Committee terms of Reference.

RESOLVED: *In line with current practice, the Parish Council resolved to approve addition of the following to the Committee Terms of reference:*

A member of the Parish Council may act as a substitute member with full voting rights at Committee meetings, in place of a Committee member, should a member be unable to attend a Committee meeting.

Proposed by Cllr. McKeown, seconded by Cllr. Wilkinson

7.6 To consider meeting with an Insurance representative

The Clerk explained that the Parish Council is near the conclusion of a 3 year insurance agreement and that insurance cover will end at the end of the financial year.

RESOLVED: *The Parish Council resolved to approve that the Clerk, Chairman and Vice Chair could meet with a representative of the Parish Council's current insurance provider to receive information about insurance options provided by them, further to the offer to meet from the company, and report back to the March Parish Council meeting.*

7.7 To review and consider payroll provision.

The Clerk explained the parameters of work carried out by the Parish Council's current payroll provider and the communication received regarding maintained costs for next financial year.

RESOLVED: *The Parish Council resolved to approve that it continues to use the services of CVS Cheshire East as Payroll provider in 2016/17.*

Proposed by Cllr. Shufflebottom and seconded by Cllr. McKeown.

8. Finance

8.1 To note receipt of income as listed in schedule, Appendix A1

The Parish Council noted receipt of income

8.2 To approve items for payment as listed in schedule A2

RESOLVED: *The Parish Council resolved to approve payments as listed in financial schedule A2 (cheques 1202 – 1208)*

8.3 To approve direct debits as listed in schedule A3

RESOLVED: *The Parish Council resolved to approve the direct debit to Utility Warehouse as listed in appendix A3*

Payments and direct debit were proposed by Cllr. McKeown, seconded by Cllr. Shufflebottom and approved by resolution of the Parish Council.

8.4 To consider statutory power for expenditure on defibrillator

The Clerk confirmed that expenditure for the defibrillator had been approved through s137 provision, further to advice from ChALC. The Clerk had subsequently identified a provision referred to in a Parish Council reference book relating to the Public Health Act 1936 s234, Power to provide lifesaving appliances, which may apply to the purchase.

8.5 To approve administration and expenses costs to send to the payroll provider, Appendix A5.

RESOLVED: *The Parish Council considered and resolved to approve administration costs and expenses submitted by the Clerk, to be sent to the payroll provider to be included in the Clerk's March payroll report*

8.6 To consider Parish Hall JMC accounts 2015 and budget 2016.

The Clerk confirmed that Parish Hall accounts for 2015 and proposed budget for 2016 had been received from the Parish Hall Joint Management Committee and circulated to Councillors prior to the meeting.

The Clerk drew attention to the estimated deficit for running the Parish Hall in 2016 and the proposed budgeted amount required for contribution to the deficit of the running costs of the Parish Hall by the Parish Council and St. Mary's.

The Clerk drew attention to both receipts and expenditure which had increased from 2014 to 2015.

RESOLVED: *The Parish Council resolved to approve £2500 contribution to the Parish Hall in 2016 by way of contribution of waste and electricity services and an additional grant if required.*

8.7 To consider bank reconciliation.

The Parish Council confirmed that a bank reconciliation at 5th February 2016 had been sent to all Councillors by the Clerk.

RESOLVED: *The Parish Council resolved to approve the reconciliation, further to the Chairman's confirmation of bank statement figures.*

9. Matters Arising.

To receive reports and consider progress of matters raised and addressed at previous meetings.

9.1 Speed and safety on local roads, further to communication with Cheshire East Council

The Parish Council noted the earlier presentation from the Chairman of the Parish Plan Speed and Safety group.

RESOLVED: *The Parish Council resolved to approve that it reiterates the request that the speed camera installed on Congleton Road monitors traffic in both directions.*

9.2 Parish Hall tour and advice from the Cheshire East Council Conservation and Listed Buildings Officer

The Chairman reported details of a Parish Hall tour that took place on 14th January 2016 with the Cheshire East Conservation and Listed Buildings Officer, a member of St. Mary's PCC, Parish Councillors and a representative of Bruntwood. The tour included consideration of many aspects of renovation required, consideration of listed status, possibilities for extension to the hall and options for funding, which were considered and discussed by Parish Councillors.

9.3 Telephone kiosk adoption

A signed copy of the highways licence has been returned from Cheshire East Council. The Clerk will now return the transfer of ownership agreement to BT

10. Current Matters.

To consider and agree actions relating to ongoing matters

10.1 To consider Parish Hall wall repair

The Parish Council agreed not to take further action at present, until appraisal could be made and decisions reached in relation to the option of renovation of the Hall.

10.2 To consider actions to take regarding Parish Hall renovation

The Parish Council met this morning with Adrian Crowther, Planning Officer for the Alderley Park application 15/5401M, to seek information about the process of establishing s106 benefit for the Nether Alderley community in connection with the application.

The Parish Council noted his advice to meet with the applicant to clarify proposed contribution levels for improvement of the Parish Hall for the future benefit of the present and future Nether Alderley community, which will be included in the applicant's submission to the Strategic Planning Board and will be confirmed with the Planning Officer prior to the SPB meeting.

The Parish Council considered a 'Feasibility Study' prepared by Bruntwood/MSP in relation to an extension for the Parish Hall. The Parish Council agreed that renovation of the Hall was a priority prior to consideration of extension work.

The Parish Council considered communication from local residents in support of the Parish Council's pursuance of s106 funding for local benefit.

The Clerk reported advice from Cheshire Association of Local Councils including confirmation that a meeting with the applicant to clarify s106 benefit is in order.

The Clerk reported advice to contact Cheshire Community Action Village Hall's advisor for support and advice in relation to works to the Parish Hall and s106 funding.

RESOLVED: *The Parish Council resolved that a meeting with representatives of Bruntwood/MSP should be arranged, as advised, to clarify proposed s106 provision for Nether Alderley prior to the Strategic Planning Board meeting.*

The Parish Council resolved to arrange a meeting with members of St. Mary's Church and the Parish Hall JMC to continue discussion about improvements to the Parish Hall.

The Parish Council resolved to approve that it arranges a meeting with the Cheshire Community Action Village Halls advisor, for advice about Parish Hall works and s106.

10.3 To consider Neighbourhood planning

The Parish Council considered the approach from Alderley Edge Parish Council to be involved in production of a Neighbourhood Plan.

RESOLVED: *The Parish Council resolved to ask for a meeting with to seek further information.*

11. Correspondence

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

11.1 Invitation to enter Community Pride awards

RESOLVED: *The Parish Council resolved not to enter the competition this year*

11.2 Landscape Scale Partnership Project information

The Parish Council noted communication relating to the recent consultation about the essence of Cheshire East's landscape. The Parish Council noted that it had been notified too late to make a response but that communication had been sent to the organisers and that, hopefully, any further information about the project will be sent to the Parish Council.

11.3 Cheshire East Local Plan Strategy further interim views

The Parish Council noted communication received from the Head of Development Management, Adrian Fisher, and the Leader of Cheshire East Council, Rachel Bailey, providing an update on the progress of the Local Plan, and that further public consultation is planned.

The Parish Council noted correspondence from a local resident. The Clerk confirmed that she understood that the Parish Council was still registered to take part in the Inspector's Hearings.

11.4 Cheshire Lakes consultation, Chelford

The Parish Council discussed a public exhibition and consultation event for a water park at disused quarries in Chelford that took place today. The Parish Council noted that the quarries are in close proximity to the Nether Alderley boundary and a further disused quarry in Nether Alderley.

11.5 To consider request re housing of pews in Mausoleum

Communication has been received from the Parish Hall JMC explaining that it has been confirmed that the pews currently sited in the Mausoleum on a temporary basis, originate from St. Mary's. The Parish Hall JMC has requested that the Parish Council permits the pews to be kept within the Mausoleum on a more permanent basis.

RESOLVED: *The Parish Council considered the suitability of the siting of the pews within the Mausoleum and resolved to approve that the pews could be housed in the Mausoleum in their current position on a permanent basis.*

11.6 To consider invitation to Alderley Edge project group event

The Clerk explained details of an invitation to an event on 26th February that Parish Councillors are invited to to celebrate the culmination of the Alderley Edge landscape project and the publishing of an associated book.

Councillors will contact the Clerk if they are able to attend.

11.7 To note other Correspondence:

Clerks and Councils Direct, January 2016 edition

Manchester Airport Community outreach programme

Programme dates have been received

New communication details George Osborne

Information from Astra Zeneca

Councillors noted and will consider an invitation by Astra Zeneca to provide a presentation on its work in the north west

Manchester Airport, the Arts, community tickets

Councillors agreed that future use of the tickets for community use would be valuable

Manchester Airport

Invitation to Parish Council Clerks and Councillors to attend information meetings – noted that the Clerk will attend the Clerk's meeting

12. Planning

12.1 To consider and approve responses to new planning applications

There were no new Planning applications

12.2 To consider any other Planning matters including decisions to Planning Applications

The Parish Council noted that a response to comments made in relation to Planning application 15/5401M, Alderley Park, has been submitted by the applicant and is available to view on the Cheshire East planning website page.

The Parish Council noted an additional response from NARPA.

The Parish Council agreed that it did not have further comments to submit to planning application 15/5401M at this stage.

The resident left the meeting

13. Burial Board

To consider correspondence and matters relating to the Burial Ground

13.1 Yew Tree

The Clerk confirmed that, further to identification of sites for the planting of the Yew tree by Parish Councillors, she had spoken with the Burial Ground Groundsman regarding the proposed sites.

RESOLVED: *The Parish Council resolved to approve the site of planting of the Yew sapling in the New Burial Ground adjacent to the bin.*

13.2 Burial Board duties

RESOLVED: *The Parish Council resolved to approve that Burial Board Clerk duties and role are carried out by Cllr. Shufflebottom and Cllr. Lewis during the Clerk's forthcoming annual leave.*

13.3 RESOLVED: *The Parish Council resolved to approve the exclusion of public and press from the meeting to discuss further Burial Board matters due to the consideration of personal information and data. The Council discussed application for burial and memorials and the decisions of the Council are set out in Appendix C Thursday 11th February 2016*

14. Parish Hall

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

Cllr. Walker reported that the main hall floor has been treated and walls painted. She reported that bookings are positive for 2016. A new Chair of the Parish Hall JMC has been appointed and Cllr. Shorland has taken the role of Vice Chair.

15. To consider Operation Shield project

Further to the information presented by Sergeant Miller prior to the meeting, the Parish Council considered the project, its application to the Nether Alderley community and its impact upon crime.

RESOLVED: *Pending the Clerk confirming that the power exists for the Parish Council to be involved in the scheme, the Parish Council resolved to approve that the Parish Council purchases 30 Selecta DNA packs. The Parish Council resolved to approve expenditure of £300 to purchase the packs, using funds from the Parish Council's reserves. The Parish Council resolved that, should there not be an alternative statutory provision for the expenditure, it allocates funding for the purchase of the Selecta DNA kits by way of Local Government Act 1972 Section 137 in that the expenditure is for a benefit to the community where there is no other specific power covering the action and that the expenditure is commensurate with the benefit to the community.*

The Parish Council discussed a means of communicating the project with the community for the opportunity for local residents to purchase packs from the Parish Council.

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)

Cllr. Shufflebottom reported communication with the Public Rights of Way Officer about a damaged kissing gate on Sand Lane. The Officer is attending to the matter. The neighbouring sign post has also been reported as damaged with a request for repair/replacement.

17. Meeting Minutes

RESOLVED: *The Parish Council resolved to approve that the Minutes of the Nether Alderley Parish Council meetings held on 6th January 2016 and 12th January 2016 and Planning meeting 28th January 2016 are a true and accurate record.*

18. Next Parish Council meeting:

To confirm the ordinary Parish Council meeting due to be held on Thursday 10th March 2016

Minutes taken by: the Clerk.

Minutes confirmed and approved at the Nether Alderley Parish Council meeting held on 10th March 2016.

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

APPENDIX A

**Nether Alderley Parish Council Meeting
Thursday 11th February 2016 at 7.00 pm.
Nether Alderley Parish Hall.**

Schedule of Receipts and Payments

A1.Receipt of Income

£30 Twyford Memorial inscription

A2. Invoices for payment

1202 Mrs. P Langham £520.03 Salary, February 2016 H
Salary and expenditure reviewed and approved 9/3/15 Minute ref 9.5

1203 Cheshire West and Chester Cheshire Pension Fund £132.63 Pension contribution, February 2016 H
Pension contribution level reviewed and approved 9/3/15 Minute ref 9.5

1204 Fire Queen £157.08 (£130.90 plus £26.18 VAT) Fire extinguisher equipment A,B,C
Approved meeting 8/12/2015 ref 6; Ordered 5/1/2016

1205 Cheshire Association of Local Councils Clerk's and Councillors induction training £30.00 (Councillor
Shorland) H
Course expenditure approved 10/8/15 ref 7.5

1206 Cheshire Association of Local Councils Clerks and Councillors induction training £30.00 (Councillor
Wilkinson) H
Course expenditure approved 10/8/15 ref 7.5

1207 Cheshire Association of Local Councils Planning course (Cllrs. Shorland and Lewis) £60.00 H
Course expenditure approved 10/8/15 ref 7.5

1208 Henshaws Waste collection two collections January 2016 £39.28 (£32.74 plus £6.54 VAT) E,F,G
*Waste collection review and approval 10/8/15 Minute Ref 8.5
Service ordered 11/6/2009. Minuted approval 21/5/2009 ref 5.10*

A3. Direct Debits for approval

Utility Warehouse Parish Hall electricity £204.53 (£170.44 plus £34.09 VAT) for December 2015, to be
debited on or after 29th January 2016 E,F,G

*Service approved Minute reference 23.11.06 p 256 , Service ordered 23.11.06, Service last reviewed for continued use
Minute reference 10.8.15 8.3 and 8.4*

A4. Approval for future expenditure/order

None

A5. Approval to send to Payroll Provider for inclusion in Payroll Report for Clerk's expenses/salary H

Administration, travel and office expenses £307.29

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

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 £7.36 per elector in 2015/16. Expenditure must be commensurate with the benefit N