

NETHER ALDERLEY PARISH COUNCIL

MINUTES

Of the Council meeting held at the Village Hall at 6.30pm, Tuesday 11th November 2025

Attendance: Chair: Cllr. Lesley Gleave (LG) and Cllrs: Sue Clarke (SC), Geoff Linnell (GL), Angela Farrell (AF), Sue Joseph (SJ), Rachel Horsefield (RH)

Also in attendance: Parish Clerks: David Naylor (DN) and Gill Ayres (GA)

Members of the public: None

The meeting started at 6.30pm.

Actions

1. WELCOME & ATTENDANCE

The Chair welcomed attendees and attendance was recorded. Unfortunately, the new Clerk (GA) had resigned for personal reasons. She wished to put on record her thanks to the current Clerk (DN) for his help and support.

2. APOLOGIES

Apologies were received from Cllr. Melanie Connor and Cheshire East Ward Cllr. Anthony Harrison. .

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. MINUTES OF PREVIOUS MEETINGS (Appendix A)

The Minutes of the Parish Council Meeting held on 14th October 20th were approved subject to amendments concerning a declaration of interest by Cllr. Joseph and a typo concerning the spelling of Cllr. Linnell's name.

DN

5. PUBLIC FORUM

No members of the public were present.

6. CASUAL VACANCY

Cheshire East Council (CEC) had been informed and a notice posted on their website, the Parish Council's website and noticeboards. If there was no request for an election before 19th November, the Parish Council will proceed with co-option. At that time the Parish Council will advertise the vacancy. The Clerk (DN) will put an advert on the Parish Council website and Cllr. Horsefield will put it on social media.

DN
RH

7. UPDATE FROM CEC COUNCILLOR

Cllr. Anthony Harrison was not present. In his absence he was thanked for his help with putting up and taking down poppies in the local area.

8. VILLAGE HALL

- a) **Car Park.** The PCC (Church)is now locking the car park so that it is unavailable to users of the Village Hall. This is causing congestion and difficulty with parking. It is accepted that they have significant investment in the car park and have had some unacceptable activity in the car park at night. They have proposed a figure of £5k per annum paid quarterly in advance to be negotiated annually dependent upon use. The Parish Council has offered to contribute to the maintenance of the car park and/or provide automatic lighting and is therefore hoping to reach a settlement which is both affordable to the Parish Council and acceptable to both parties.
- b) **Caretaker.** It was agreed that the role of Caretaker needed to be amended to take account of the wider responsibilities that stem from increasing use of the Hall, including carrying out required checks, notifying issues, managing bookings and overseeing the work of the cleaner. It will be advertised as a Facilities and Events Manager who will report to the Clerk (DN). Cllr Clarke will redraft the Job Description and circulate for approval before the end of the week. Then the Clerk (DN) will advertise it on the website and noticeboards and Cllr Horsefield will put it on social media. **DN, SC**
- c) **Booking System.** The new draft Village Hall booking system (which links to Scribe) is being tested by the Clerk (DN). He will migrate all current bookings over to the new system and it will go live on the Parish Council website before the end of November. He will also contact all regular bookers at the beginning of December to see if they intend to continue in the new year. **DN, RH**
- d) **Marketing.** There are now over 600 followers of the Village Hall on Instagram. The Christmas poster has had nearly 2000 views and is live on multiple Facebook groups and all local event websites. The Newsletter, which features the Christmas Fair, is ready for delivery this week and the “meet the makers” series promoting the stallholders at the Fair has gone live. Plans are well advanced for the Christmas Fair and Cllrs agreed their roles on the day and in advance, for example distributing flyers and seeking raffle prizes. Cllr. Clarke will contact all coffee shops in Alderley edge for prizes. **RH
AF
SC**

The Clerk (DN) will ensure posters advertising Christmas events (already supplied by Cllr. Horsefield) will go on Parish noticeboards before the end of the week. He will ensure card payment machines will be available. **DN**

9. LENGTHSPERSON

Cllr. Farrell will notify the preferred contractor of his appointment for a period of 6 months, subject to him holding appropriate insurance. The Lengthsperson will report to the Clerk (DN) who will clarify the nature of the actual jobs to be undertaken, including leaf clearing and cleaning and maintaining the bus shelters. Rubbish will need to be removed.

AF
DN

10. WEBSITE

Cllr Linnell will meet Aubergine (the new website provider) on November 20th with the aim of launching the new site on February 1st. The new .gov email addresses will be the priority. The number and format of pages will be kept simple. The focus will be on Village Hall events and bookings. The Clerk (DN) will complete the basic questionnaire supplied by Aubergine to get the process moving.

GL
DN

11. FINANCE

Appendix B1 It was **RESOLVED** to approve the receipts of income.

Proposed Cllr .Gleave Seconded Cllr. Joseph

Appendix B2 It was **RESOLVED** to approve Invoices for Payment..

Proposed Cllr. Gleave Seconded Cllr. Joseph

Appendix B3 It was **RESOLVED** to approve the Direct Debits and Standing Orders

Proposed Cllr. Jospheh Seconded Cllr. Clarke

Appendix B4a It was **RESOLVED** to approve the Clerk, David Naylor's salary and expenses

Proposed Cllr. Horsefield Seconded Cllr. Clarke

Appendix B4b Approval of the salary and Expenses for the Clerk Gill Ayres. It was not available due to her resignation announcement before the meeting and would need to be prepared and circulated to all members for approval and ratified at the December Council Meeting.

DN

The Net Budget Provision Report 2025-26 was reviewed and the bank reconciliation, as set out in **Appendix C**. In response to a question, The Clerk (DN) advised why when the figures came from the same source (Scribe Accounts), the total figures for actual receipts and payments in the net position by cost centre and code report were different to the figures in the bank reconciliation. His response was that the detailed Net Budget Report contain NET figures (Net of VAT) because VAT is reclaimed and the Bank Reconciliation figures are gross including such claims. The Bank Reconciliation is in effect a standalone document to which future expected payments and receipts can be applied to provide a good future estimate of available spending against available funds. In future that will be explained and the VAT factored in.

DN

12. NEIGHBOURHOOD PLAN

The Independent Examiner had sent 16 questions for the Parish Council to answer. The Clerk (DN) would provide answers in consultation with Cheshire East and circulate a draft to all members. In doing so he will seek a one week extension to 21st of November if the inspector permits. It will not be possible to wait until the December Council meeting and the submission document will be provided to all members for approval before it is sent and it will be ratified at that December Council meeting.

DN

13. PLANNING APPLICATIONS (APPENDIX D)

- a) Responses on planning application consultations were agreed as follows.
The Clerk (DN) will input these to the CEC Planning portal.

Works to TPO trees 25/4240/TPO

Response Deadline Date ?

5 Asquith Grove, Nether Alderley SK10 4ZJ

[Cheshire East | pa.cheshireeast.gov.uk](http://pa.cheshireeast.gov.uk) | [Application | 402649](#)

NAPC response: No comment.

DN

Prior Approval: Larger householder extension Application

25/4029/PRIOR-1A

Response Deadline Date 21/11/25

The Orchard Bollington Lane, Nether Alderley, Macclesfield, Cheshire East, SK10 4TB

[Cheshire East | pa.cheshireeast.gov.uk](http://pa.cheshireeast.gov.uk) | [Application | 402570](#)

NAPC response: No comment.

Non-material amendment 25/4067/NMA

Response Deadline Date 17/11/25

Hill House Nursery Lane, Nether Alderley, Macclesfield, Cheshire East, SK10 4TX

[Cheshire East | pa.cheshireeast.gov.uk](http://pa.cheshireeast.gov.uk) | [Application | 402378](#)

NAPC response: No comment.

Prior Approval for second storey to existing bungalow. Current height of dwelling is 5.5m whilst the proposal would raise the height to 8.4m.

25/4041/PRIOR-1AA

Response Deadline Date 10/11/25

The Orchard Bollington Lane, Nether Alderley, Macclesfield, Cheshire East, SK10 4TB

[Cheshire East | pa.cheshireeast.gov.uk](http://pa.cheshireeast.gov.uk) | [Application | 402366](#)

NAPC response: No comment.

Certificate of lawful development for proposed detached garage and storage building. 25/4028/CLPUD

Response Deadline Date 18/11/25

The Orchard Bollington Lane, Nether Alderley, Macclesfield, Cheshire East, SK10 4TB

[Cheshire East | pa.cheshireeast.gov.uk](http://pa.cheshireeast.gov.uk) | [Application | 402525](#)

NAPC response: No comment.

Permission in principle for the construction of up to 2 dwellings 25/3963/PIP

Response Deadline Date 27/11/25 (possibly 10/11/25)

Caudebec Congleton Road, Alderley Edge, Cheshire East, SK9 7AL

[Cheshire East | pa.cheshireeast.gov.uk](http://pa.cheshireeast.gov.uk) | [Application | 402472](#)

NAPC response: The Parish Council has previously objected to an application on this site and we also object to this one. It is not infill development, being at the end of a long stretch of ribbon development. It is close to the difficult junction at Welsh Row and, above all, it is in the green belt. We do not consider this development to be grey belt and ask that it be refused.

Certificate of existing lawful development for surface car park and associated access road 25/3905/CLEUD

Response Deadline 14/11/25

Radnor Woods Car Park, Alderley Park Congleton Road, Nether Alderley, Cheshire East,

[Cheshire East | pa.cheshireeast.gov.uk](http://pa.cheshireeast.gov.uk) | [Application | 402456](#)

NAPC response: No comment.

Permission in Principle Construction of one dwelling 25/3895/PIP

Response Deadline 18/11/25

Swiss Cottage Stubby Lane, Nether Alderley, Macclesfield, Cheshire East, SK10 4SZ

[Cheshire East | pa.cheshireeast.gov.uk](http://pa.cheshireeast.gov.uk) | [Application | 402218](#)

NAPC response: This development is in the green belt and we doubt whether it can be defined as grey belt. We are concerned that it might create a precedent for new properties around the lake.

b) The recent decisions on planning applications were noted and the following planning matters were considered.

- [24/1485M](#) Alderley Wood Farm, Bradford Lane. This application for demolition and replacement with a new building was refused but a member of the public has recently advised the Parish Council that a track / road is being built. The Clerk (DN) will contact CEC Planning to see if it contravenes the refusal.
- [23/3554M](#) Sand Lane, Nether Alderley. Permission for a haybarn adjacent to stables for the storage of haylage was refused and an appeal is in progress. A member of the public has expressed concern about the current use for car storage and trade. The Clerk (DN) will

DN

DN

contact CEC Planning to see if it contravenes any existing permissions. Separately, concerns have been expressed about the welfare of horses on the site. Cllr Clarke will bring this to the attention of the RSPCA.

14. POLICIES

The Health & Safety policy, as set out in **Appendix E**, (attached) was approved. In preparation for the new website, Cllr. Linnell will update the model Standing Orders and Financial Regulations and look at a Safeguarding Policy

GL

15. NOTICEBOARDS

A new noticeboard has been acquired for the Village Hall entrance hall. The Clerk (DN) will make arrangements for it to be installed before the Christmas Fair.

DN

The new noticeboard that has been suggested for outside the Village Hall, and which will be shared with the Church, was considered to be too small. The Clerk (DN) will investigate alternatives. Also, he will offer the Church the opportunity of putting notices on other Parish Council noticeboards subject to approval of text. He will post and remove church posters and will need clear deadlines for this.

DN

16. BOUNDARY SIGNS

Three signs have been ordered and will be delivered within 5 weeks. Cllr Linnell and Cllr. Farrell have both offered to take delivery if the signs are due to arrive after the 19th December when the Cler is on holiday.

**DN
GL**

17. DEFIBRILLATOR

The Clerk (DN) has replaced paddles and battery in the defibrillator at Monk's Heath. Alderley Park to be contacted to find out the locations of all defibrillators in the Park. Investigated will be the possibility of installing a defibrillator at the Village Hall. As it is in a Conservation Area and on a Listed building this will need relevant permissions.

**DN
SC
LG**

18. CHRISTMAS TREE

It was agreed that it would be too expensive to go ahead with the Christmas tree at Nether Alderley Mill. As an alternative, the Clerk (DN) had suggested and sought a quote for the installation and removal of a tree on a re-usable base outside the Village Hall. The lights would be leased rather than bought. He was awaiting the quote and would circulate for approval when received. The aim would be to have it in position for the Christmas Fair.

DN

19. DEVOLUTION

Cllrs will review the CEC survey on "Thinking Ahead" and discuss at the next Parish Council meeting.

20. EXCLUSION OF PRESS AND PUBLIC

No members of the public were present.

21. CLERK / RFO CONTRACT

DN

The new Clerk (GA) was due to take over after this meeting but, as she has resigned, this will no longer happen. Her last day will be 14th November. She will be paid at point 19 (£16.62 per hour). Subject to the Clerk (DN) checking the Standing Orders to ensure the change complies with them, a new Clerk will be recruited at point 23 (£17.85 per hour). The advert will be posted on November 19th and if no-one has been appointed before the Clerk (DN) retires, Cllr Linnell offered to step in

22. MATTERS OF INFORMATION & ITEMS FOR FUTURE AGENDA

AF

Cllr Farrell raised some matters from the Burial Board. The Parish Council approved

- The purchase of a Deed Book at £128 +VAT
- Access to the Parish Council noticeboards for the Burial Board
- The Burial Board will seek up-to-date costs for work to maintain the oak tree
- The handyman will be asked to undertake minor work on one of the benches in the Burial Ground.

23. DATE OF NEXT MEETING

The date and time of next meeting was confirmed as

**6.30pm on 9th December
at the Village Hall.**

APPENDIX B

Nether Alderley Parish Council Meeting Tuesday 11th November 2025

Schedule of Receipts and Payments

B1. Receipt of Income - Month of October for November

Bank Interest

Current Account Interest Nil

Unity Trust Bank Nil Paid Quarterly

Reserve Account end of October £0.45

Vat Claim Reclaim for September £671.56

Community Infrastructure Levy £286.39

Precept 2nd half £34,895.00

B2. Invoices for payment Now all on line by NatWest BankLine

On-line Payments	Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
						
November Salary & Expenses	D. Naylor	£964.36	£949.22	Outgoing Clerks Salary and Expenses see A4 below for a detailed breakdown	£15.14	H
November HMRC	D. Naylor	£512.23	£512.23	Outgoing Clerk's Tax and NI.	£0.00	H
Nov. Village. Hall Caretaker.	David Fairbotham	£219.00	£219.00	Village Hall Caretaking Oct Invoice	£0.00	H
Nov. PA System	Electromarket	£365.98 Refund Direct to Clerk DMN	£304.98	Village Hall PA System from Electromarket	£61.00	E
Nov. Village Hall Cleaning	Cleaning Maid Easy	£75.00 October 27th Bank Line Payment	£75.00	Invoice 1104	£0.00	H
Nov Village Hall Cleaning	Cleaning Maid Easy	£75.00	£75.00	Invoice 1125	£0.00	H

Nov. Boundary Signs	Signs of the Times	£2,462.45	£2,052.04	50% deposit on £4,924.91 incl. VAT plus delivery - the latter to be confirmed circa £128.	£410.41	H
Nov. Defib Parts	Safelincs Ltd	£320.40	£267.00 Refund direct to Clerk DMN	New Pads and Battery for Monks Heath Defib	£53.40	H
Nov. Stationery	Rymans	£10.98	£9.15 Refund direct to Clerk DMN	Lever Arch File and dividers	£1,83	H

Bank Transfer
(See attached
31st October
Bank
Reconciliation)

To keep within the £85,000 Financial Services Protection Guarantee Limit.
Total in NatWest Current and Reserve Accounts on 31st October 2025 =
£108,614.25 and £520.40 respectively = £109,134.65
Less £85,000 = £24,134.65. However further payments totaling £6,500
will be drawn on the account when approved by this November Council
Meeting. **Therefore the Clerk will transfer £18,000 into the Unity Trust
Bank.**

B3. Direct Debits/Standing Orders for approval

Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
EE Sim card	£11.50	£10.00	For the Caretakers Phone	£1.50	H
BT	£65.94	£54.95	November Broadband and Cloud Voice	£10.99	H
Scribe Accounts	£27.60	£23.00	Scribe Accounts Monthly (15 th November)	£4.60	H
Electricity Invoice	£112.79	£107.42	5 th November Bill	£5.37 5%	H
Crown Gas & Power Gas Invoice	£354.02	£337.16	5 th November Bill	£16.86 5%	H
Crown Gas & Power					
NatWest Bank Line	£20.00	£20.00	Bank Charges	£0.00	H
NatWest Bankline	£19.65	£19.65	Transaction Charges	£0.00	H

**B4(a) Approval to forward to Payroll provider for inclusion in Payroll Report for
Clerk's expenses/salary: Power H
D Naylor outgoing Clerk**

Travel 103 Miles @ 45 pence per mile = **£46.35**
 Phone Sim monthly £13.19 plus £2.64 VAT = **£15.83**
 Caretaker Refurbished Phone = **£124.99** (No Vat)
 Cleaning Maid Easy 9th October 2025 Payment = **£75.00** (No VAT)
 1x2TB External Storage Drive £62.49 plus 12.50 VAT = **£74.99**
 Total Expenses £322.02 + £15.14 = £337.16
 Plus, Salary - Contracted 65 hours @ 16.08 per hour = £1,045.20 (Gross)
 Total Gross including expenses = £1,367.22 plus £15.14 VAT = £1,382.36
 Less £418.00 Tax = £949.22 plus £15.14 = **£964.36**

B4(b) Approval to forward to Payroll provider for inclusion in Payroll Report for

Clerk's expenses/salary: Power H

Gill Ayres Incoming Clerk

Not available due to her resignation for personal reasons prior to the meeting
 To be recalculated by payroll up to her departure date at the end of this week

Signed.....

Chairman of Meeting

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Clerk and Responsible
Financial Officer