

NETHER ALDERLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 13th November 2017 at 7.00 p.m. at Nether Alderley Parish Hall

In the Chair: Cllr. J Shufflebottom

Parish Councillors present: Y.Bentley, D.Colgan, N.Howick, S.Shorland and C.Walker
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 and J.Wilkinson

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 all 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 9th October 2017 are a true and accurate record.**

Proposed: Cllr. J.Shufflebotom

Seconded: Cllr. N.Howick

5. **7.05 p.m. Public presentation** – None

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 **Neighbourhood Plan Update** – An informal meeting is planned for 12th December to establish if there are enough residents/Councillors with the relevant skill sets to take the Neighbourhood Plan forward. Cllr. Shufflebottom will report back to the Parish Council.

8.2 **Parish Hall Renovation Update**

- The Parish Council instructed the Clerk to formally request the first s106 payment of £45,000 from Alderley Park Ltd. who have agreed to pay £145,000 plus indexation in three stages.

Nether Alderley Parish Council, Meeting Monday 13th November 2017

- Cllr. Shufflebottom attended the course on 'How to Manage Parish Halls' and informed the Parish Council that there may need to be some management changes as we move forward with the refurbishment.
- A joint working group from the Parish Council and the Church has been formed to address issues specifically relating to car parking and access. The next meeting is on Tuesday 14th November 2017.
- VAT issues relating to s106 money have been clarified following a meeting with Cheshire East finance officers.
- Lloyd, Evans Prichard Ltd. have submitted their initial invoice for payment following the Condition Survey which they carried out in October.
- As a direct result of the Condition Survey, Lloyd Evans Prichard have recommended the Parish Council have two further surveys undertaken:

Structural Survey	£532 plus expenses + VAT
Timber Survey	£600 + VAT

RESOLVED: The Parish Council resolved to approve that Lloyd Evans Prichard commission a Structural Survey and a Timber Survey of the Parish Hall.

Proposed: Cllr. D.Colgan

Seconded: Cllr. J.Shufflebottom

- 8.3 Pride of Nether Alderley Group** – Cllr. Shufflebottom commended the litter picking group for the sterling work they do in the Parish. The next litter picking session will take place on Saturday 18th November 2017.
- 8.4 Local Plan** – As part of the revised boundary changes, 400 sites have been put forward for future developments. Cllr. Walton emphasised this does not mean they will get planning permission and asked Parish Councillors to be vigilant and aware of the consultation which will take place early in the new year. Several Parish Councillors will attend the Open Evening at Alderley Girls School on Thursday 16th November 2017 at 7.30 p.m.
- 8.5 Decommissioned BT Telephone Box** – Councillors discussed the future use of the BT boxes at Bradford Road and Monks Heath including suggestions made by residents i.e. book loan, a board with pockets for leaflets providing local information and a defibrillator. Cllr. Shufflebottom suggested leaving the BT telephone box unlocked for a trial period and instructed the Clerk to make enquiries regarding the possibility of installing a defibrillator in the BT telephone box at Monks Heath.

9. New Matters

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

- 9.1 P.J.Livesey Presentation (Alderley Park)** – The presentation was deferred to the Extra-Ordinary Planning meeting on Monday 20th November 2017 at 12.00 noon.
- 9.2 Police Surgery and Action Fraud Notifications** – The community first meeting for Nether Alderley will be held in the Parish Hall on Saturday 25th November 2017 from 11.00 a.m. until 12 noon. A group of residents intend to raise highways and speed issues, particularly in the vicinity of Nether Alderley Primary School.
The Parish Council discussed and agreed to display relevant Cheshire Police Alerts on the Parish website to keep local residents informed.
- 9.3 Church Storage** – Due to the condition of the timbers in the floor of the upper rooms of the Parish Hall, the Parish Council has been advised to remove as much of the contents as possible. Most of the contents belong to the Church and Revd. Jonathan Hale had made a request to store some items in the Mausoleum.

RESOLVED: The Parish Council resolved to approve some church storage in the Mausoleum on a temporary basis which would allow time to consider a long-term solution.

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. Y.Bentley

- 9.4 Highways: Soss Moss Signage** – Cheshire East Highways informed the Parish Council that a new sign is not currently included on any of their future programmes but may consider the Parish Council could purchase and be responsible for the maintenance of a sign, subject to agreeing a location. It was agreed that it is not normal practice for the PC to buy and maintain road signs and in this instance the expense was not required.

Cllr. George Walton left the meeting to attend another Parish Meeting in his ward.

- 9.5 Review the Parish Council and Burial Board meeting dates for 2018** – Councillors agreed the Parish Council meetings should continue to be held on the second Monday of each month and the Burial Board meetings should take place in April and September. Confirmed dates will be published on the website and in the notice boards.

10 Policies and Procedure

10.1 To receive a report on the quarterly inspection of Highways assets:

The next inspection is due on 31st December 2017 – Cllr. Y.Bentley will carry out the inspection and report back to the Parish Council in January 2018.

- 10.2 Course: Planning for Town and Parish Councils (10th and 11th January 2018)** – Cllr. Shufflebottom, Cllr. Lewis and Cllr. Howick will attend this course.

- 10.3 Course: Social Media for Town and Parish Councils (23rd January 2018)** – The Clerk will enquire if places are still available and book a place for Cllr. Shorland.

- 10.4 Review NAPC Risk Assessment** – The working group had met and reviewed the Risk Assessment in great detail and recommended amendments and an additional risk should be added.

RESOLVED: The Parish Council considered and resolved to approve the amendments/addition to the Risk Assessment as per the recommendations made by the working group.

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. S.Shorland

- 10.5 Review NAPC Risk Assessment and Schedule of Reviews and Actions** – The Parish Council considered and reviewed the Risk Assessment and Schedule of Reviews and Actions for 2017/18.

RESOLVED: The Parish Council resolved to approve the Risk Assessment and Schedule of Reviews and Actions without amendment.

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. Y.Bentley

- 10.6 Review Health and Safety Policy** – The Parish Council considered and reviewed the Health and Safety Policy.

RESOLVED: The Parish Council resolved to approve the Health and Safety Policy without amendment.

Proposed: Cllr. D.Colgan

Seconded: Cllr. Y.Bentley

- 10.7 To consider and approve renewal of Norton Security software for the Parish Council's laptop**

RESOLVED: The Parish Council resolved to approve the annual renewal of Norton Security software for the Parish Council laptop computer..

Proposed: Cllr. D.Colgan

Seconded: Cllr. C.Walker

11 Finance

11.1 Receipts

The Parish Council noted receipts as listed in Appendix A1

11.2 To consider and approve Payments

RESOLVED: The Parish Council considered and resolved to approve payments as listed in Appendix A2

Proposed: Cllr. S.Shorland

Seconded: Cllr. N.Howick

11.3 To approve Direct Debits/Standing Order

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

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. Y.Bentley

11.4 To consider and approve administration/expense 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. Shufflebottom

Seconded: Cllr. Y.Bentley

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 CEC Spatial Planning Update (September/October 2017) – Noted
- 12.2 CEC Consultation on Revised Education Travel Policies (18.10.17 – 06.12.17) – Noted
- 12.3 Invitation from David Keane (Police & Crime Commissioner) to meet with Parish and Town Council representatives from Cheshire East (5th December at 6.30 p.m.) – Cllr. N.Howick to attend.
- 12.4 Cheshire Fire Authority – Summary of proposals for 2018-19 – Noted

13 Planning

13.1 To consider and approve responses to new planning applications:

Application No: 17/5109M

Proposal: Listed Building Consent for the retention of internal works and installation of roof light
Location: CROWN COTTAGE, WELSH ROW, NETHER ALDERLEY, MACCLESFIELD, CHESHIRE, SK10 4TY
National Grid Ref: 384196 377071

Parish Council's Comment: No comment

Application No: 17/5409M

Proposal: Listed building consent for the repair, alterations and refurbishment of the former Dovecote (Block 119)
Location: DOVECOTE, Alderley Park, CONGLETON ROAD, NETHER ALDERLEY
National Grid Ref: 384524 374922

Deferred to the Extra-ordinary Planning Meeting (20th November 2017)

Application No: 17/5411M

Proposal: Listed building consent for the alteration/refurbishment, selective demolition and extension to the former Stanley Arms (Block 112) and for the reconfiguration and rebuild of the adjacent walled enclosure
Location: Former Stanley arms, Alderley Park, CONGLETON ROAD, NETHER ALDERLEY
National Grid Ref: 384545 374913

Deferred to the Extra-ordinary Planning Meeting (20th November 2017)

Application No: 17/5415M

Proposal: Listed building consent for the alteration/refurbishment, selective demolition and extension to the Tenants' Hall and adjoining buildings (Blocks 113 and 114) and for the repair, rebuild and reconfiguration of the adjacent boundary walls
Location: Tenants' Hall, Upper Courtyard, Alderley Park, NETHER ALDERLEY, Congleton Road, SK10 4TF
National Grid Ref: 384563 374964

Deferred to the Extra-ordinary Planning Meeting (20th November 2017)

Application No: 17/5593M

Proposal: Temporary erection of a sales suite with associated car parking area.

Location: LAND TO THE NORTH OF LOWER COURTYARD BUILDING, Alderley Park, CONGLETON ROAD, NETHER ALDERLEY

National Grid Ref: 384459.73 375017.83

Deferred to the Extra-ordinary Planning Meeting (20th November 2017)

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:

- 14.1 To consider an enquiry of a pet cemetery at Nether Alderley Burial Ground** – The Clerk will investigate the feasibility and implications of having a pet cemetery and report back.
- 14.2 To consider a new sign at the top of the steps to the New Burial Ground** – The Parish Council agreed that a new sign was not necessary.
- 14.3 To consider and approve repairs to an existing memorial headstone which is unstable in the New Burial Ground (Appendix B – 13.11.17)**
- 14.4 To approve the interment of ashes in an existing grave and an additional memorial tablet (Appendix C – 13.11.17)**
- 14.5 To approve a new memorial headstone (Plot 251/Deed No. 233 Appendix D – 13.11.17)**
- 14.6 Grant an Exclusive Right of Burial (Plot 249/Deed No. 235)** – The deed was signed by Councillors who are on the Burial Board and the Clerk.

15 Parish Hall

- 15.1 To receive reports from members of the Parish Hall Joint Management Committee** – Cllr. Colgan informed the Parish Council that Revd. Jonathan Hale has volunteered to join the JMC.
- 15.2 To consider any other matters relating to the Parish Hall** – There is a legal requirement to have an electrical survey of the Parish Hall carried out every five years. The cost of the survey is approximately £500 which the JMC is unable to pay due to fewer lettings of the hall. Cllr. Shufflebottom reminded the Parish Council of its duty of care and suggested that on this occasion the Parish Council should pay.

RESOLVED: The Parish Council considered and approved to pay for an electrical survey of the Parish Hall (approx. £500).

Proposed: Cllr. Y.Bentley

Seconded: Cllr. N.Howick

16 Councillor's reports and items for future agenda: None

17 Next Parish Council meeting:

To confirm the next Parish Council Meeting on Monday 11th December 2017

Minutes taken by: the Clerk.

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

APPENDIX A

**Nether Alderley Parish Council Meeting
Monday 13th November 2017 at 7.00 p.m.
Nether Alderley Parish Hall**

Schedule of Receipts and Payments

A1. Receipt of Income

03.10.17	BACS	£818.00	A.R.Slack Ltd. – Paid in error to be refunded
05.10.17	BACS	£600.00	Burial Plot (P) No.: 250
27.10.17	BACS	£140.00	Interment of ashes in a grave and inscription

A2. Invoices for payment

1320	Henshaws Envirocare Ltd.	£62.43 (£52.02 plus £10.41 VAT) <i>3 x Waste collection, October 2017</i>	E,F,G
1321	Mrs. B.Thorpe	£665.14 Salary and expenses, November 2017	H
1322	HMRC	£59.10 Tax/NI November 2017	H
1323	Nether Alderley Parish Hall JMC	£15.00 Hire of hall for a public meeting	K
1324	Norman Moore	£929.00 Grounds maintenance (14.06.17-20.09.17)	A
1325	ChALC	£40.00 Training	H
1326	ChALC	£75.00 Training	H
1327	A.R.Slack Ltd.	£818.00 Refund re: paid in error (see A1 Income 03.10.17)	H

A3. Direct Debits/Standing Orders for approval

Cheshire Pension Fund	£170.00	September pension contribution (£8.35 overpaid) Debited on or after 15 th October 2017	H
Utility Warehouse	£46.94	Parish Hall Electricity for July 2017 debited on or after 31 st October 2017 (£44.42 plus £2.52 VAT)	E,F,G

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

Additional Hours, Travel and Administration/Stationery Costs:	£363.42	H
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Signed.....
Chairman of Meeting

Signed.....
Clerk and Responsible Financial Officer

Nether Alderley Parish Council, Meeting Monday 13th November 2017
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 £7.36 per elector in 2015/16. Expenditure must be commensurate with the benefit N

Websites Local Government Act 1972 s142 P