

NETHER ALDERLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 14th October 2019 at 7.00 p.m. at Nether Alderley Parish Hall

In the Chair: Cllr. N.Howick

Parish Councillors present: Y.Bentley, D.Clarke, A.Farrell and J.Shufflebottom

Also present: Cheshire East Councillor Marc Asquith (Chelford Ward) and the Parish Council Clerk

1. **To receive apologies for absence** – Cllrs. S.Joseph, 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** – Cllr. Shufflebottom declared an interest in 8.6 Future of the Quarry but remained in the room whilst it was discussed.
 - 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 9th September 2019 and the Burial Board Meeting held on 11th September 2019 are a true and accurate record.**

Proposed: Cllr. N.Howick

Seconded: Cllr. J.Shufflebottom

5. **7.05 p.m. Public presentation – No public present**
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 **KPS Invoice (1905/03)** – An additional invoice had been received for revision of the proposals and liaison with Historic England and the Conservation Officer.

RESOLVED: The Parish Council resolved to approve payment of Invoice 1905/03 from KPS for the additional work, including expenses, which was not part of the original quotation (£636.30 plus £127.26 VAT)

Proposed: Cllr. N.Howick

Seconded: Cllr. Y.Bentley

8.1.2 General update:

- Mr. Mark Pearce of KPS has advised the Parish Council to seek permission from Faculty rather than Listed Planning approval. Councillors considered and discussed the implications of both options and suggested Mr. Pearce should formally liaise with Faculty on behalf of Nether Alderley Parish Council.
- Alderley Park have generously offered the services of a quantity surveyor (gratis) in order to move the refurbishment project forward.

8.2 Community Speed Watch update – The Clerk reported Marthall and Ollerton Parish Council have officially purchased the speed gun.

8.3 Alderley Park Liaison Meeting:

General

- The traffic at peak times around the Park is currently not an issue and is indeed an improvement from when the site was owned by Astra Zeneca.
- Cllr. Mike Dudley-Jones from Alderley Parish Council, reported anti-social behaviour in Alderley Edge, particularly at weekends. Nick Hynes (Alderley Park) and Cllr. Norman Howick stated they would support any lobbying which may be required.

Science Update:

- Alderley Park has more than 200 companies/2,000 personnel now on-site and are focussing on growing companies i.e. oncology.
- The Glasshouse opens in November and are looking to attract Artificial Intelligence companies.

Commercial/Property:

- Royal London secured 40,000 sq. ft. in September and 1,700 employees will move in between March and June 2020.
- The new sports complex opens on 31st October 2019.
- Work is due to commence on the multi-story carpark which will be hidden in woodland.
- PH Holdings have completed 60 of the 74 homes on site
- PJ Livesey have almost finished the Water Garden building (21 homes)
- Bellway Homes had a successful 'Open Weekend' with 4 reservations and >100 visitors
- A revised application for the public house (Churchill Tree) has been submitted and are expecting a launch in March 2020
- The National Trust has expressed concerns about the foot traffic erosion on the Edge and are looking to establish some new walkways e.g. Hare Hills to Alderley Park to Alderley Mill

8.4 Parish Cluster Group feedback – A representative from six local Parish Councils met on Wednesday 2nd October 2019 to discuss shared issues. The main topics were traffic, speeding, dangerous driving and parking. Councillors agreed to invite a representative from Snelson Parish Council and Over Peover to the next meeting on Wednesday 6th November 2019 to progress the traffic topic.

8.5 Highways:

8.5.1 Concerns of speeding motorists on Welsh Row – The previous response from the police and the CEC Highways Department had been that they did not identify speeding on Welsh Row as a problem. Councillors considered and discussed the merits of installing 'kerb pinch points' which would restrict the carriageway and deter motorists from speeding. The Parish Council acknowledged there would be a cost implication for CEC Highways Department and will recommend that in addition to installing 'kerb pinch points' on Welsh Row, they should also be considered for Sand Land and Nursery Lane.

8.5.2 Concerns of rainwater drainage on Welsh Row – Councillors considered and discussed the problems of rainwater drainage on Welsh Row and agreed to request that CEC Highways Department should initially clear the gullies to see if this will improve the situation.

8.5.3 Concerns of speeding motorists on Congleton Road – Councillors agreed this item will be discussed and actioned by the Parish Cluster Group (see 8.4).

8.6 Future of the Quarry – Cllr. Howick reported the remaining land at the Quarry is to be sold in four parcels and there has been much interest. The land owner has requested a meeting with the Parish Council regarding the proposed Neighbourhood Plan. Cllr. Shufflebottom referred to the original planning permission which stated the land had to revert back to Greenbelt and agricultural grazing land for the encouragement of nature.

8.7 Manchester Airport Liaison Meeting (September 2019):

More than an Airport:

- Manchester Airport has launched an advertising campaign to celebrate all the things which make the North of England a great place to live, visit and trade with.

The Future of Airspace:

- In February 2017 the Department for Transport published 'Upgrading Airspace' which reviewed how modern aircraft can use new technology on board for greater efficiency and reduced noise. The current departure routes for aircraft are based on navigation equipment on the ground which modern aircraft can replace by using satellites (GPS). Satellite based routes enable aircraft to accurately follow the centre lines of departure routes while maintaining safety.
- The CAA consulted on a process for airports to work with communities when they modernise their airspace which was introduced in 2017 and amended in 2018 (CAP1616) which sets out a detailed process of modernising airspace. This process will take two years.
- Manchester Airport are currently at the initial design principles stages and have encouraged parishioners to get involved in the consultation before 6th October 2019.

Analysis of Community Complaints:

- Councillors were given a written summary/analysis of community complaints for 2018.

8.8 Defibrillator:

8.8.1 Monks Heath – The telephone kiosk at Monks Heath has been refurbished to a very high standard by a local resident, Mr. Geoff Beeby and the Parish Council are sincerely grateful to him for his continued support. A new defibrillator will be installed before the end of the financial year.

8.8.2 Bradford Lane – Councillors considered and discussed a request from the Headmaster of Bradford Lane Primary School to re-site the defibrillator which is currently at the school to the telephone kiosk at Bradford Lane/Congleton Road. The Clerk was asked to establish if the defibrillator is in working order, has been maintained and to ascertain the cost to re-site it in the telephone kiosk.

Cllr. Marc Asquith left the meeting

9. New Matters

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

9.1 Surface Maintenance of Ladies Lane – The Parish Council noted that recent repairs to the surface of Ladies Lane had started to break down and a more permanent solution may be required. Councillors discussed and appreciated this matter is ongoing.

9.2 New PCSO for Chelford Ward – PCSO David Bell is no longer responsible for the Chelford Ward and has been replaced by PCSO Joe Benson. Councillors acknowledged and thanked PCSO Bell for the work he has done in the community and warmly welcomes PCSO Benson who has been invited by the Clerk to attend a future Parish Council meeting. PCSO Benson and PCSO Julia Short will be jointly responsible for the Chelford Ward.

9.3 Police Surgeries for Gawsworth/Chelford Wards – Councillors noted the dates of the forthcoming surgeries which have been uploaded to the Parish Council website.

9.4 Police Report for September 2019 – Noted.

10. Policies and Procedures

10.1 To receive a report on the quarterly inspection of Highways assets – Cllr. Lewis performed the quarterly inspection of Highway assets at the end of September 2019 and confirmed he will give his report at the next Parish Council meeting in November as he was unable to attend the meeting.

The next inspection is due at the end of December 2019 and will be reported at the Parish Council meeting in January 2020. Once again Cllr. Lewis volunteered to carry out the inspection for consistency.

10.2 Town and Parish Council Conference, Middlewich (Wednesday 24th November 2019: 4.00 – 7.00 p.m.) – Noted.

10.3 To receive the report on the result of the External Audit 2018/19 – The Clerk reported that the results of the External Audit 2018/19 have been received from the external audit company, PKF Littlejohn LLP. Parish Councillors received copies of the External Audit report and certificate (Section 3) on the Annual Governance and Accountability Return (AGAR) together with all other sections of the approved AGAR and the additional audit report.

The auditor's report certificate concludes '*On the basis of our review of sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.*

Other matters not affecting our opinion which we draw to the attention of the authority - None

RESOLVED: The Parish Council considered and resolved to approve the results of the External Audit for 2018/19.

Proposed: Cllr. A.Farrell

Seconded: Cllr. D.Clarke

RESOLVED: The Parish Council considered and resolved to approve the audited Annual Governance and Accountability Return (AGAR) for 2018/19

Proposed: Cllr. A.Farrell

Seconded: Cllr. D.Clarke

RESOLVED: The Parish Council resolved to approve the publication of the audited Annual Governance and Accountability Return, including External Auditor's certificate, the Audit Report and Notice of Conclusion of Audit on the Parish Website and the Notice of Conclusion of Audit in the two notice boards, for at least 14 days as statutorily required.

Proposed: Cllr. A.Farrell

Seconded: Cllr. D.Clarke

RESOLVED: The Parish Council resolved to approve a fee of £1.00 for copies of the Annual Governance and Accountability Return for 2018/19

Proposed: Cllr. A.Farrell

Seconded: Cllr. D.Clarke

- 10.4 Review and consider the New Financial Regulations 2019 for England bound by the Transparency Code for Smaller Authorities** – A working group met on Wednesday 18th September 2019 to consider and discuss the revised Model Financial Regulations 2019 for England template which had been produced by NALC. The working group recommended a number of amendments should be made which are specific to Nether Alderley Parish Council.

RESOLVED: The Parish Council resolved to approve adopting the New Financial Regulation 2019 for England bound by the Transparency Code for Smaller Authorities subject to the recommendations made by the working group.

Proposed: Cllr. N.Howick

Seconded: Cllr. J.Shufflebottom

- 10.5 Review and approve amendments to the bank mandate and banking terms** – Councillors noted that interest on the Reserve account had increased from Gross 0.01% to 0.02% and the National Westminster Bank had revised the Business Account Terms with effect from 1st April 2019.

RESOLVED: The Parish Council resolved to approve the amendment to the bank mandate and acknowledged the revised Business Account Terms with effect from 1st April 2019.

Proposed: Cllr. N.Howick

Seconded: Cllr. J.Shufflebottom

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

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

Proposed: Cllr. Y.Bentley

Seconded: Cllr. N.Howick

- 10.7 Review and approve the Model Publication Scheme (including Freedom of Information Disclosure Log)** – The Parish Council considered and reviewed the Model Publication Scheme and noted there had been no requests regarding Freedom of Information.

RESOLVED: The Parish Council resolved to approve the NAPC Model Publication Scheme without amendment and noted the FOI Disclosure Log.

Proposed: Cllr. A.Farrell

Seconded: Cllr. Y.Bentley

10.8 VAT Reclaim 2018/19 – Councillors noted the VAT reclaim for 2018/19 had been received.

11. Finance: Finance Schedule (Appendix A)

11.1 The Parish Council noted receipts of income as listed in schedule (A1)

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

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

Proposed: *Cllr. J.Shufflebottom*

Seconded: *Cllr. Y.Bentley*

11.3 To approve direct debit/standing order 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. N.Howick*

11.4 To consider and approve Clerk's expenses 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. N.Howick*

11.5 To consider and approve the bank reconciliation to 30th September 2019

The Clerk presented the bank reconciliation to 30th September 2019 together with analysis of receipts and payments to the current account and the bank statement for current and reserve accounts at 30th September 2019. Due to Cllr. Wilkinson's absence, the Clerk confirmed Cllr. Shufflebottom's independent analysis of the bank reconciliation in conjunction with assessment of bank statements and the cash book and her confirmation of the accuracy of the figures recorded.

RESOLVED: *The Parish Council considered and resolved to approve the bank reconciliation to 30th September 2019*

Proposed: *Cllr. J.Shufflebottom*

Seconded: *Cllr. N.Howick*

11.6 To consider and approve the comparison of budget headings to receipts and expenditure at 30th September 2019

Due to Cllr. Wilkinson's absence, the Clerk confirmed Cllr. Shufflebottom's independent analysis of receipts/expenditure amounts and accuracy of the figures recorded in comparison with the cash book.

RESOLVED: *The Parish Council considered and resolved to approve the comparison of receipts and expenditure to budgeted amounts at 30th September 2019.*

Proposed: *Cllr. J.Shufflebottom*

Seconded: *Cllr. N.Howick*

12 Correspondence

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

19.09.19: Police and Crime Commissioner and Cheshire Constabulary Stakeholder Bulletin – Noted

23.09.19: Economic Strategy for Cheshire East (Consultation and Engagement) - Noted

29.09.19: Cheshire Community Action Autumn Newsletter - Noted

13. Planning

13.1 To consider and approve responses to new planning applications:

Application No: 19/4420M
Proposal: Change of use and extension of an outbuilding to form a single dwelling house
Location: HEATHFIELD HOUSE, BOLLINGTON LANE, NETHER ALDERLEY, MACCLESFIELD, CHESHIRE, SK10 4TB
National Grid Ref: 383358 375027

NAPC Comment: *Nether Alderley Parish Council are conscious that this property has been significantly extended over the years by more than 30%. However, the Parish Council note that the immediate neighbours have no objections.*

13.2 To consider any other Planning matters including decisions to Planning Applications:

Application No: 19/0752M
Proposal: Change of use of land from agriculture to grazing for horses, the erection of a timber stables block (with 3 no. stables) and the improvement of the existing access to the land and hardstanding area.
Location: Field /Pasture land, Land at Welsh Row, Nether Alderley, SK10 4TT
National Grid Ref: 383583 376547

Decision: APPROVED 19.09.19

The Parish Council were extremely disappointed to learn the above planning application had been determined and approved by delegated authority given the number of objections and with total disregard to regulations relating to development in the green belt. Councillors were astounded there were no objections from Highways to create a new entrance which exits on to a dangerous junction with Sand Lane. The Clerk was asked to contact CEC for further justification as to how and why the decision for approval was granted and ask that introduction of the new entrance, without planning permission, be investigated further.

14. Burial Board

To consider communication and issues relating to the Burial Ground:

Item 14.1 and 14.4 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 Approval of the Annual Burial Ground Inspection Report and recommendations (September 2019) – Part 2 Minutes: Appendix B 14.10.19

14.2 Consideration and approval of the revised booklet: Regulations relating to the Nether Alderley Burial Ground (September 2019)

RESOLVED: *The Parish Council approved to resolve the recommended revised booklet 'Regulations relating to the Nether Alderley Burial Ground (September 2019)'.*

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. Y.Bentley

14.3 Consideration and approval to amend the Transfer of Deed form and charge an administration fee of £30

RESOLVED: *The Parish Council approved to resolve the recommended amendments to the Transfer of Deed form including an administration fee of £30*

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. Y.Bentley

14.4 Permission to erect a new memorial headstone and inscription (NBG 299A) – Part 2 Minutes: Appendix C 14.10.19

15 Parish Hall

15.1 To receive reports from members of the Parish Hall Joint Management Committee (JMC) – Cllr.

Farrell reported the following:

- The halogen bulbs in the Parish Hall have been replaced with LED bulbs.
- Enquiries are being made with alternative utility suppliers in an effort to reduce electricity costs.
- Additional income needs to be generated
- Regular bookings are required
- Several enquiries have been made to book the Parish Hall for single events i.e. Election for the Police and Crime Commissioner (PCC) in May 2020, Children's chess tournament
- Forthcoming events will be listed in the notice boards, on the website and social media
- Cllr. Farrell confirmed the recording of income/expenditure will be recorded in a more formal manner

15.2 To consider any other matters relating to the Parish Hall:

15.2.1 Events Committee Update:

- i) **Table Top Sale** – Saturday 23rd November 2019 from 11.00 a.m. until 2.00 p.m.
- ii) **Carols by Candlelight** – Sunday 15th December 2019 from 7.30 p.m. The date and time have been confirmed. However, numbers will be limited due to insurance liability and further details should be available at the next Parish Council meeting.

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) – None

17 Next Parish Council meeting:

To confirm the next Parish Council meeting on Monday 11th November 2019

Minutes taken by: The Clerk

Signed..... Date 11th November 2019

Chairman of the Meeting

APPENDIX A

**Nether Alderley Parish Council Meeting
Monday 14th October 2019 at 7.00 p.m.
Nether Alderley Parish Hall**

Schedule of Receipts and Payments

A1. Receipt of Income

02.09.19	100533	£60.00	BB: (NP) Additional Inscription (OBG CP25)
03.09.19	BACS		£23000.00 50% CEC Precept

A2. Invoices for payment

1450	Mrs. B.Thorpe	£1000.34	<i>Salary, backpay and expenses, October 2019</i>	H
1451	HMRC	£86.05	Tax and NI, October 2019	H
1452	Byers Electrical Installations	£295.00	Parish Hall maintenance	K
1453	Legal and General	£10.14	Ill Health Liability Insurance 2019/20 (Balance due)	H
1454	PKF Littlejohn LLP	£240.00	External Audit Fee 2018/19 (£200.00 plus £40.00 VAT)	
1455	Kepczyk Pearce Sanderson	£763.56	RIBA Work Stage 3 (Revision of proposal and liaison with Historic England and the Conservation Officer (£636.30 plus £127.26 VAT))	E
1456	G.Beeby	£650.00	Telephone Kiosk Refurbishment (Monks Heath)	N

A3. Direct Debits/Standing Orders for approval

Cheshire Pension Fund	£185.00	August 2019 pension contribution Debited on or after 15 th September 2019	H
Utility Warehouse	£32.76	Parish Hall Electricity for August 2019 debited on or after 30 th September 2019 (£30.91 plus £1.85 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: **£308.29** **H**

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 [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 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	N
Websites Local Government Act 1972 s142	P