

## NETHER ALDERLEY PARISH COUNCIL

**Minutes of the Parish Council Meeting  
held on Monday 14<sup>th</sup> September 2020 at 5.30 p.m.  
The meeting was accessed remotely via ZOOM**

**In the Chair:** Cllr. N.Howick

**Parish Councillors present:** Cllr. D.Clarke, A.Farrell, S.Joseph, J.Shufflebottom and J.Wilkinson

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

1. **To receive apologies for absence** – Cllrs. Y.Bentley and S.Lewis
2. **To receive Declarations of Interests**
  - 2.1 **To Declare Disclosable pecuniary interests** – None
  - 2.2 **To Declare interests conflicting with Nolan principles/non-pecuniary interests** – Cllr. D.Clarke declared a non-pecuniary interest re: **Item 9.2 Alderley Park Pub parking**
  - 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 10<sup>th</sup> August 2020 and the Burial Board Meeting held on 9<sup>th</sup> September 2020 are a true and accurate record.**

**Proposed: Cllr. A.Farrell**

**Seconded: Cllr. J.Shufflebottom**

5. **5.05 p.m. Public presentation:** A member of the public (MOP) made a representation to the Parish Council regarding item **13.2 Planning Appeal (19/0384M)** to clarify changes to the design/materials which had been made further to the original application to Cheshire East Council (Planning Dept.). The Chairman thanked the MOP for his presentation and confirmed that Councillors would consider and discuss the appeal in the planning section of the meeting, based on the information which had been hi-lighted.
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 Cheshire East update by Ward Councillor:** Cllr. Asquith reported the following:

- 8.1.1** The planning application (18/5047W) is listed to be considered by the Strategic Planning Committee on 23<sup>rd</sup> September 2020 and he will report back to the Parish Council at the next meeting.
- 8.1.2** Cllr. Asquith confirmed he is aware of the pub parking issues on Alderley Park (see Item 9.2) and asked to be included in future residents' meetings which Cllr. Clarke will feed back to the resident's group.

**8.2 Parish Hall renovation update:** Cllr. Howick reported the following:

- 8.2.1 Consideration of KPS Invoice No. 1905/05** – The Clerk confirmed the invoice is in line as per quotation (RIBA Work Stage 4 – Phase 3).

**RESOLVED: The Parish Council resolved to approve to pay KPS (Invoice No. 1905/05 - £728.40 (£607.00 plus £121.40 VAT) as per quotation: RIBA Work Stage 4 – Phase 3.**

**Proposed: Cllr. N.Howick**

**Seconded: Cllr. S.Joseph**

- 8.2.2** The planning application has been verified and submitted to Cheshire East Council.
- 8.2.3** A meeting with the Quantity Surveyor is still to be scheduled to discuss the scope of the renovation in context with funds which are available.
- 8.2.4** Nick Hynes (Bruntwood) is yet to provide an accurate indication of s106/CIL money, associated with the additional 25 dwellings which have been approved by CEC.

**8.3 Neighbourhood Plan update:**

- 8.3.1** Cllr. Howick confirmed future meetings with the consultant will be held via ZOOM.
- 8.3.2** There is a meeting scheduled with the consultant on Wednesday 16<sup>th</sup> September. Cllr. Howick confirmed he will update the Parish Council of any further developments at the next meeting.
- 8.3.3** The consultant is currently investigating how other Parish Councils manage the consultation stages of the Neighbourhood Plan due to COVID-19 and social distancing.

**8.4 Update of the 130 Bus Service Subsidy** – Cllr. Craig Browne confirmed the disappointing news that D&G have decided to de-register the 130 bus service from 30<sup>th</sup> September 2020. However, in the short term, Cheshire East Council expect to be able to step in and use residual monies from the Government 'Better Deal for Bus Services' funding that was allocated earlier this year. Councillors noted this funding runs out on 31<sup>st</sup> March 2021 and suggested that the bus service will be wholly subsidised rather than just paying an 'add-on' to a commercial service. The options of how to collectively subsidise the bus service are still under consideration. As the Government subsidy will continue until the end of the current financial year i.e. 31<sup>st</sup> March 2021, any funding contribution would be included in next year's Precept (2021/22).

**8.5 Nether Alderley/Great Warford Parish Border Sign** – The sign posts have been reinstated and the original Great Warford's boundary sign is now in-situ. Cllr. Howick suggested that as the Nether Alderley boundary sign is missing, this would be an ideal opportunity to design a new boundary sign subject to costs. The Clerk will investigate the company which supplied the boundary signs for Alderley PC and report back at the next meeting.

**9. New Matters**

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

**9.1 Alderley Park Walks** – Alderley Park historically has six walks which were originally detailed in a booklet produced by Astra Zeneca. A local resident contacted the Parish Council as there were concerns regarding two of the walks which had been blocked by one of the developers. Although, the walks are small, Councillors agreed it was the principal of what had been around for decades and referred the issue to:

- i) George Walton, Chairman of the original Alderley Park Liaison Committee
- ii) Clare Hibbert, CEC Public rights of Way re: PH Homes Statement of Intention

**9.2 Alderley Park Pub parking** – A local resident, representing the residents of Alderley Park Historic Quarter East Courtyard, has formally written to PJ Livesey (Developer), Cheshire East Council and Nether Alderley Parish Council regarding the following issues:

- Initial planning application
- Proposed parking strategy
- Gate's to resident's car park
- Resident's car park signage
- Car park traffic

The resident's group have asked for a reply within 28 days of the letter and have requested a meeting with Alderley Park, PJ Livesey and the pub operator in advance of the pub opening in October to discuss all of the above issues, including a proposed strategy for averting their concerns.

Councillors empathised with all of the residents' concerns and agreed that parking issues which have arisen on Alderley Park are indicative of what the Parish Council has consistently predicted in each application from the various developers. However, unfortunately for residents, these have now become a reality.

Cllr. Marc Asquith left the meeting

**9.3 Grant application for faster broadband in rural areas** – Councillors agreed that slow broadband speed in Nether Alderley is affecting local residents, especially during these unprecedented times when more and more meetings are taking place remotely. It has been brought to the Parish Council's attention that one of the solutions is "Full Fibre to Your Door", but the installation can be expensive. Fortunately, local residents led by Peter Knowles and Rodney Hamer, have applied through Openreach for co-funding of installation through their Community Fibre Partnership programme. Essentially, the more people who sign up, the cheaper it becomes to receive gigabit broadband. Councillors suggest local residents investigate the scheme at <https://gigabitvoucher.culture.gov.uk> and/or get more in-depth information from Peter Knowles on 01625 582472 or 07880 715342.

In addition, the Parish Council agreed to share this information with local residents via email, the website, social media and the newsletter.

**9.4 Proposed changes to the planning process** – A local resident is concerned about the proposed changes to the current planning process moving away from decisions taken at Local Government to Central Government and in particular to any of the Greenbelt being given up. Councillors considered and discussed the implications and will continue to monitor the on-going situation.

**9.5 Application to the Local Authority Discretionary Grant Fund (Phase 3: Part 1)** – An application has been submitted to Cheshire East Council to secure a grant which will help to subsidise the fixed costs of the overheads of the Parish Hall due to COVID-19. The Clerk will report the outcome at the next meeting.

**9.6 Police Report for August 2020** – Noted.

## 10. Policies and Procedures

**10.1 To receive a report on the quarterly inspection of Highways assets which is due at the end of September 2020 and reported to the Parish Council at the meeting in October 2020** – Cllr. Lewis volunteered to do the inspection which would ensure consistency.

**10.2 To receive the report on the result of the External Audit 2019/20** – The Clerk reported that the results of the External Audit 2019/20 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*

**i) RESOLVED: The Parish Council considered and resolved to approve the results of the External Audit for 2019/20.**

**Proposed: Cllr. J.Wilkinson**

**Seconded: Cllr. D.Clarke**

**ii) RESOLVED: The Parish Council considered and resolved to approve the audited Annual Governance and Accountability Return (AGAR) for 2019/20**

**Proposed: Cllr. J.Wilkinson**

**Seconded: Cllr. D.Clarke**

- iii) **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**

- iv) **RESOLVED: The Parish Council resolved to approve a fee of £1.00 for copies of the Annual Governance and Accountability Return for 2019/20**

**Proposed: Cllr. A.Farrell**

**Seconded: Cllr. D.Clarke**

- 10.3 ChALC Virtual Training Session: Local Council Meetings and Procedures** (Thursday 27<sup>th</sup> August 2020) – The Clerk expressed a wish to attend the virtual training session.

**RESOLVED: The Parish Council resolved to approve the Clerk attend the ChALC Virtual Training Session on Thursday 27<sup>th</sup> August 2020 at a cost of £25.00**

**Proposed: Cllr. J.Shufflebottom**

**Seconded: Cllr. Farrell**

- 10.4 To consider Nether Alderley Parish Council's Accessibility Statement** – A working group was formed and met on Wednesday 2<sup>nd</sup> September 2020 to consider whether the current website was accessibility compliant. On the basis of their findings, a Website Accessibility Statement was prepared and a plan to become fully compliant was recommended to the full Parish Council for their consideration.

**RESOLVED: The Parish Council resolved to approve the Website Accessibility Statement and a plan to become fully compliant when a new website is developed.**

**Proposed: Cllr. S.Joseph**

**Seconded: Cllr. J.Wilkinson**

- 10.5 To review the Parish Council Code of Conduct for Members** – Councillors were reminded of their Code of Conduct.
- 10.6 To review the Legal Powers of Parish and Town Councils** – Councillors were reminded of the Legal Powers of Parish and Town Councils.
- 10.7 To consider the National Salary Award for 2020-21 with effect from 1st April 2020**

**RESOLVED: The Parish Council resolved to approve the National Salary Award pay scale for 2020-21 with effect from 1<sup>st</sup> April 2020 which will be back dated, including any overtime worked. In addition, the Parish Council endorsed the National Agreement (Part 2, para. 7.2) with effect from 1<sup>st</sup> April 2020: 'The minimum paid annual leave entitlement is twenty two days with a further three days after five years of continuous service. The entitlement as expressed, applies to five day working patterns. For alternative working patterns an equivalent leave entitlement should be calculated.'**

**Proposed: Cllr. J.Shufflebottom**

**Seconded: Cllr. A.Farrell**

- 10.8 Annual review of Clerk's Terms of Employment: salary, expenses, pension contribution and annual leave** – Part 2 Minutes: Appendix B 14.09.20 (Subject to Pt. 7a)

## **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. N.Howick**

**Seconded: Cllr. J.Shufflebottom**

**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. N.Howick**

**Seconded: Cllr. J.Shufflebottom**

**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. N.Howick**

**Seconded: Cllr. J.Shufflebottom**

**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 Cheshire Constabulary Stakeholder Update (28<sup>th</sup> August 2020) – Noted**

**12.2 Local Government Pension Scheme (Employer) Consultation: Draft exit credit policy – Noted**

**12.3 Ministry of Housing, Communities and Local Government (MHCLG) Consultation on reforming exit pay – Noted**

**13. Planning**

**13.1 To consider and approve responses to new planning applications:**

**Application No: 20/3208M**

**Proposal: Extension to ground and lower ground floor, provision of two outbuildings and associated landscaping.**

**Location: BEWDLEY, CONGLETON ROAD, ALDERLEY EDGE, SK9 7AL**

**National Grid Ref: 384505 377222**

**NAPC Comment: No objections**

**Application No: 20/3419M**

**Proposal: Provision of level access throughout. Construction of modest accessible toilet extension. Landscaping works to improve physical access. Structural repairs to current toilet block.**

**Location: Nether Alderley Parish Hall, Church Lane, Nether Alderley, Cheshire**

**National Grid Ref: 384177 376110**

**NAPC Comment: No objections**

**Application No: 20/3527M**

**Proposal: Variation of condition 1 to planning application 17/5593M - 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: 384458 375030**

**NAPC Comment: The Parish Council feels very strongly that as this permission lapsed some significant time ago, it is now time for the issue of much needed visitor car-parking to be addressed. We have consistently complained about the lack of parking provision in each application that has come before us for various developers and our fears are now becoming a reality. There simply is not enough provision and by removing the Sales Suite it would help provide many much needed spaces. Existing**

*residents who have bought into the Courtyard area in good faith, deserve car -parking and privacy as many comments already on the portal will confirm this.*

*We would ask that this application be refused and that provision for any remaining dwellings for the Courtyard and the new Water Garden apartments be relocated to nearer the apartment block.*

Application No: 20/3432M  
Proposal: Erection of timber stable block (with 2 no. stables) with access and associated equestrian use.  
Location: BEWDLEY, CONGLETON ROAD, ALDERLEY EDGE, WILMSLOW, CHESHIRE, SK9 7AL  
National Grid Ref: 384544.2 377220.2

*NAPC Comment: No objections*

Application No: 20/3551M  
Proposal: Certificate of Lawful Proposed Development for a single storey side extension.  
Location: MEADOWSIDE, WELSH ROW, NETHER ALDERLEY, CHESHIRE, SK10 4TY  
National Grid Ref: 383829 376807

*NAPC Comment: No objections*

Application No: 20/3588M  
Proposal: Changes to rear terrace area to include erection of privacy pergola.  
Location: APARTMENT 17 WATER GARDEN, Alderley Park, CONGLETON ROAD, NETHER ALDERLEY, SK10 4JY  
National Grid Ref: 384500 374881

*NAPC Comment: No objections*

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

Application No: 19/0384M (APPEAL)  
Location: BROOK COTTAGE, CHELFORD ROAD, GREAT WARFORD, CHESHIRE, SK9 7TL  
Proposal: Replacement dwelling, associated garage and landscaping

*NAPC Comment: Nether Alderley Parish Council recommends refusal of the proposed plans for the following reasons and endorses the comments made to Cheshire East Council in February 2019:*

- 1. It is an inappropriate form of development in the Green Belt*
- 2. It would constitute an overdevelopment of the site which would have a significantly greater impact upon the openness of the Green Belt*
- 3. The proposed design is not in keeping with the rural setting it currently enjoys*
- 4. The varied architectural style is incongruous and overall aesthetically displeasing*

*However, should this planning application be approved, the Parish Council requests that a condition is imposed that all contractors and visitors to the site, during the time of construction, park within the confines of the development and not on surrounding highways or verges, to prevent the inconveniencing of neighbouring properties and the damage to highways and verges. Should any damage be caused either directly or indirectly as a result of the building works, the developer or landowner should repair the damage before works are completed.*

**14. Burial Board**

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

- 14.1 Consideration to inter the ashes and add an inscription to an existing tablet (CP9) – Part 2 Minutes (Appendix C 14.09.20)**
- 14.2 Consideration to repaint/regild the lettering on an existing memorial headstone (NBG 307) – Part 2 Minutes (Appendix D 14.09.20)**

**15 Parish Hall**

**15.1 To receive reports from members of the Parish Hall Joint Management Committee (JMC) –** The JMC met last month to consider and discuss the feasibility of opening the toilet section of the Parish Hall for use by the congregation of St. Mary's Church. The Parish Council had previously agreed the toilets could be opened in isolation, providing they were cleaned, maintained and monitored to COVID-19 regulations. Unfortunately, Cllr. Farrell reported that Revd. Hale had been unable to assemble a group of volunteers willing to oversee the new procedures required to ensure the toilets are COVID-19 safe.

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

- 15.2.1 Government guidelines (COVID-19) update –** The Parish Council continues to adhere to Government guidelines which are constantly being updated.
- 15.2.2** The Parish Hall remains closed until further notice but the decision to reopen it is under constant review, subject to Government guidelines. Cllr. Farrell reported the JMC have received several enquiries to book the hall.

**16 Councillor's reports and items for future agenda:**

- 16.1** A local resident had contacted the Clerk regarding concerns of dangerous driving on Welsh Row/Sand Lane and asked if this issue could be added to next month's agenda.

**17 Next Parish Council meeting:**

To confirm the next Parish Council meeting on Monday 12<sup>th</sup> October 2020 (via ZOOM)

**Minutes taken by: The Clerk**

**Signed..... Date 12<sup>th</sup> October 2020**

**Chairman of the Meeting**

**APPENDIX A**

**Nether Alderley Parish Council Meeting  
Monday 14<sup>th</sup> September 2020 at 5.30 p.m.**

**(This meeting will be accessed remotely via ZOOM – Please contact the Clerk to obtain details)**

**Schedule of Receipts and Payments**

**A1. Receipt of Income**

01.09.20	BACS	£26,700.00	CEC 50% Precept 2020/21
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**A2. Invoices for payment**

1495	Mrs. B.Thorpe	<b>£725.58</b>	Salary and expenses, September 2020	<b>H</b>
1496	Kepczyk Pearce Sanderson	<b>£728.40</b> (£607 plus £121.40 VAT)	RIBA Work Stage 4 [Phase 3]	<b>E</b>
1497	Shires Pay Services Ltd.	<b>£70.80</b> (£59.00 plus £11.80 VAT)	2 <sup>nd</sup> Quarter Payroll, GDPR and Pension delegate 2020	<b>H</b>
1498	PKF Littlejohn LLP	<b>£360.00</b> (£300.00 plus £60,00 VAT)	External Audit fee: 2019/20	<b>I</b>
1499	Cheshire Assoc. of Local Councils	<b>£25.00</b>	ChALC Training Course: 27.08.20	<b>H</b>
1500	Norman Moore	<b>£665.00</b>	Grounds Maintenance (6 <sup>th</sup> June -27 <sup>th</sup> August 2020)	<b>A</b>

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

Cheshire Pension Fund	<b>£200.00</b>	August 2020 pension contribution Debited on or after 15th August 2020	<b>H</b>
Utility Warehouse	<b>£11.76</b>	Parish Hall Electricity for July 2020 debited on or after 28 <sup>th</sup> August 2020 (£10.91 plus £0.85 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>£236.36</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**

<b>Audit</b> [Audit Regulations 1996]	<b>I</b>
<b>Benches</b> Power to provide and maintain roadside seats and shelters [Parish Councils Act 1957, s.1]	<b>K</b>
<b>Burial Grounds, Cemeteries and Crematoria</b> Power to acquire, provide and maintain [Open Spaces Act 1906, ss9 and 10]	<b>A</b>
<b>Power to agree to maintain monuments and memorials</b> Parish Councils and Burial Authorities (Miscellaneous Provisions) Act 1970, s.1	<b>B</b>
<b>Power to provide and maintain and Power to contribute towards expenses of cemeteries</b> Local Government Act 1972, s.214 Local Authorities Cemeteries Order 1977 (no 204) C1 Memorials (16 (1) (a) and 16 2 (b))	<b>C</b>
<b>Bus Shelters</b> Power to provide and maintain shelters Local Government (Miscellaneous Provisions) Act 1953, s.4 Parish Councils Act 1957, s.1	<b>D</b>
<b>Crime prevention</b> Local Government and Rating Act 1997 s31, Crime and Disorder Act 2000	<b>Q</b>
<b>Community Centres</b> Power to provide and equip community buildings [Local Government Act 1972, s.133]	<b>E</b>
Power to provide buildings for clubs having athletic, social or educational objectives Local Government (Miscellaneous Provisions) Act 1976 s.19	<b>F</b>
Power to provide a range of recreational facilities [Local Government (Misc Provisions) Act 1975 s19]	<b>G</b>
<b>General Administration/Running Costs</b> Subsidiary powers of local authorities – to facilitate, or conducive or incidental to, the discharge of functions LGA 1972 s111	<b>H</b>
<b>Parish Hall – public meetings</b>	<b>K</b>
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	
<b>Litter bins</b> Provision of litter bins [Litter Act 1983, ss 5, 6]	<b>L</b>
<b>Neighbourhood Plans</b> [Localism Act 2011 Sch 9]	<b>R</b>
<b>Research and collection of information</b> Power to carry out research [LGA 1972 S 141]	<b>M</b>
<b>Parish Plans</b> [LGA 1972 S 141]	<b>J</b>
<b>Section 137</b> 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	<b>N</b>
<b>Websites</b> Local Government Act 1972 s142	<b>P</b>