

NETHER ALDERLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 20th September 2016 at 7.00 pm at Nether Alderley Parish Hall

In the Chair: Cllr. J Shufflebottom

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

2. To receive Declarations of Interests and confirm Code of Conduct expectations and procedures

2.1 Cllr. Shufflebottom suggested Cllr. Colgan contact Cheshire East re: Declaration as he no longer resides in Nether Alderley.

2.2 Historic Declaration of Interest

RESOLVED: *The Parish Council resolved that historic Declarations of Interest should be kept for one year after a Councillor resigns from post.*

Proposed: Cllr. J. Wilkinson **Seconded:** Cllr. D. Colgan

2.3 To Declare Disclosable pecuniary interests.

No declarations were made.

2.4 To Declare non- pecuniary interests.

Cllr. Walker declared a non-pecuniary interest re: Clerk's Pension

3. To consider and approve Applications for Dispensations

No applications for dispensation were submitted.

4. RESOLVED: *The Parish Council resolved to approve that the Minutes of the Nether Alderley Parish Council meetings held on:*

10th August 2016

Planning meeting on 26th August 2016

Burial Board meeting held on 7th September 2016

are a true and accurate record

5. Public presentation

To adjourn for representation from residents of the Nether Alderley Parish.

- No residents represented.

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

RESOLVED: The Parish Council resolved to refer all press statements to the Chair who will only comment if appropriate.

Proposed: Cllr. D.Colgan Seconded: Cllr. J.Wilkinson

8. Current Matters

To consider and agree actions relating to ongoing matters:

8.1 Parish Hall renovation

RESOLVED: Cllr. Walker agreed to co-ordinate the first meeting of a working party (to include Claire Jones). Cllr. Shufflebottom will pass on those names which have been put forward and suggested a Chair be appointed who had the appropriate skills and expertise required.

8.2 Options to improve speed and safety on local roads

The speed data results should be available before the forthcoming meeting on Thursday 29th September at 9.00 am. Several Parish Councillors and Cllr. George Walton will attend the meeting.

8.3 Advertising and distribution of Operation Shield packs

The Selecta DNA packs cost £8.80 each and 8 packs had been sold to local residents at the event held on 8th September. The Parish Council has 32 packs in stock and it was agreed to hold another event during October subject to PCSO Lindsey Whitehead availability.

8.4 Defibrillator training

The Clerk will contact Mr. Craven, Headteacher at Nether Alderley Primary School, to discuss a further opportunity for training.

8.5 Progress of the Local Plan and Inspector's Hearings

Cllr. Shufflebottom will attend the meeting at Macclesfield Town Hall on Tuesday 18th October when Alderley Park will be discussed.

8.6 Updating the Honours Board

RESOLVED: The Parish Council resolved that the Honours Board would be updated at a total cost of £145 (£137) which included an additional £15, to include the new Clerk.

Proposed: Cllr. C.Walker Seconded: Cllr. J.Wilkinson

9. New Matters

9.1 To consider and approve amendments to bank mandate

RESOLVED: The Parish Council resolved that the authorised signatories in the current mandate, for the accounts detailed in Section 2, be changed in accordance with sections 5 and 6 and the current mandate will continue as amended.

RESOLVED: The Parish Council resolved and approved amendments to the bank mandate to remove the previous Clerk (PL) and include the new Clerk (BT).

Proposed: Cllr. J.Wilkinson Seconded: Cllr. C.Walker

9.2 To consider and approve pension arrangements for new clerk

The new Clerk has not had the opportunity to study pension arrangements, therefore this item will be carried forward to the next meeting.

9.3 To consider and approve expenses arrangements for new Clerk

RESOLVED: The Parish Council resolved there would be two employee costs for one month due to training of the new Clerk.

Proposed: Cllr. D.Colgan Seconded: Cllr. J.Wilkinson

9.4 To consider and approve training arrangements for new clerk

RESOLVED: The Parish Council resolved to approve that the Clerk could attend any appropriate training courses within the budgeted amount for training.

It was noted that should any Burial Board courses arise, all Councillors will be informed.

9.5 To consider and approve fees for Payroll provider, CVS Cheshire East

RESOLVED: The Parish Council resolved to approve fees for Payroll provider, CVS Cheshire East.

Proposed: Cllr. J.Wilkinson Seconded: Cllr. C.Walker

10. Policies and Procedures

10.1 To receive report on quarterly inspection of Highways assets

Cllr. Wilkinson reported there were no problems.

10.2 Cllr. Colgan to perform the quarterly inspection of Highways assets in December 2016

11. Finance

11.1 To consider and approve Receipts

RESOLVED: The Parish Council resolved to approve receipts as listed in Appendix A1

11.2 To consider and approve Payments

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

11.3 To approve Direct Debits

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

11.4 To approve administration and expenses amounts to send to the Payroll Provider for inclusion in the Clerk's payroll reports.

The Parish Council noted there are no expenses/office costs submitted this month.

RESOLVED: The Parish Council approved Greensplash amend new Clerk's contact details on the website using credits at no additional cost.

Proposed: Cllr. D.Colgan Seconded: Cllr. J.Shufflebottom

12. Correspondence

12.1 Resident Communication

12.1.1 The Parish Council noted communication from a resident regarding the transport plan for King's School.

12.1.2 RESOLVED: To exclude the public and press in the public interest for discussion of resident communication due to the consideration of personal information as detailed in 20/9/16 Appendix B.

12.2 Manchester Airport – outreach programme and visit from Community Relations Manager

This will take place at 6.45 pm before the next Parish Council meeting on Thursday 6th October.

12.3 Clerks and Councils Direct magazine – September 2016

The magazine was circulated and is available from the Clerk.

12.4 Bank Business Rate Change

RESOLVED: The Parish Council resolved to remain with the National Westminster Bank

12.5 Alderley Park development

It was noted that there will be key-worker housing available but no social housing on this development.

12.6 Notice of submitted Holmes Chapel Neighbourhood Plan for consultation

Holmes Chapel informed the Parish Council of their Neighbourhood Plan.

12.7 Astra Zeneca update of work

It was noted that a representative from Astra Zeneca has offered future updates if required.

12.8 Cheshire East Council Street Trading Designations proposed changes

RESOLVED: The Parish Council approved that it has no objections to the proposed changes in relation to Nether Alderley.

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. J.Wilkinson

12.9 Cheshire East Council Street Lighting improvements

The Parish Council noted the lighting improvements.

13. Planning

13.1 To consider and approve responses to new planning applications

There were no new planning applications to consider.

13.2 To consider any other planning matters

Invitation to participate at Northern Planning Committee meeting

16/3798M

Construction of one part two-storey, part three-storey detached infill dwelling with detached garage, new access and landscaping (resubmission of 15/4117M)

LAND ADJACENT TO HIGHLANDS, CONGLETON ROAD, NETHER ALDERLEY, SK9 7AD

The Parish Council noted that it had been invited to represent at the Northern Planning Committee. The Parish Council noted this application has been refused.

14. Burial Board

14.1 There was no communications or issues relating to the Burial Ground

14.2 RESOLVED: To continue with the Burial Ground maintenance at a rate of £14 per hour.

Proposed: Cllr. C.Walker

Seconded: Cllr. D.Colgan

15. Parish Hall

15.1 The Parish Hall Joint Management Committee had not had a meeting since July.

15.2 To move forward with the renovation of the Parish hall with a working party (please refer to 8.1)

16. Councillor's reports and items for future agenda

16.1 Cllr. Shufflebottom reported she has been invited to the induction for the new Rector of St. Mary's and will represent the Parish Council.

16.2 A resident had reported a suspicious white van in the area to Cllr. Shufflebottom who will report this to PCSO Whitehead.

16.3 Mrs. Penny Langham, Clerk to the Parish Council, will cease employment on 30th September 2016 and has agreed to support the new Clerk at strategic times during the year.

RESOLVED: As a non-employee of Nether Alderley Parish Council, Mrs. Langham will support the new clerk on an advisory basis re: data protection.

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. J.Wilkinson

17. Next Parish Council Meeting

The Parish Council confirmed that the next Parish Council meeting will be held on 2nd November.

Minutes taken by: the Clerk.

Minutes confirmed and approved at the Nether Alderley Parish Council meeting held on 6th October 2016.

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

APPENDIX A

**Nether Alderley Parish Council Meeting
Tuesday 20th September 2016 at 7.00 pm.
Nether Alderley Parish Hall.**

Schedule of Receipts and Payments

A1. Receipt of Income

10/8/16	BACS	£120	JW Brocklehurst	Interment CP7
30/8/16	BACS	£7,500	Cheshire East Council	Half precept
15/9/16	509, 510, 511	£61.60	Residents	7 Selecta DNA kits

A2. Invoices for payment

1243	Mrs. P Langham	£696.59	Salary, expenses, office costs September 2016	H
<i>Salary and expenses reviewed and approved 13/4/16 Minute ref 12</i>				
1244	Cheshire West and Chester Cheshire Pension Fund	£135.38	Pension contribution, September 2016	H
<i>Pension contribution level reviewed and approved 10/3/16 Minute ref 8.4</i>				
1245	Waste collection, two collections August 2016	£40.66 (£33.88 plus £6.78 VAT)		E,F,G
<i>Waste collection review and approval 10/8/15 Minute Ref 8.5</i>				
<i>Service ordered 11/6/2009. Minuted approval 21/5/2009 ref 5.10</i>				
1246	Cheshire Association of Local Councils	Clerk training course	£30.00	H
1247	Burial Ground Maintenance	£1087.00	A,C	
<i>Review 6/10/15 Minute ref 11.2</i>				
1248	Mrs. J. Shufflebottom	£24.95 (£20.79 plus £4.16 VAT)	Parish Council computer bag	H
1249	Nether Alderley Parish Hall JMC	£15.00	Hire of Parish Hall for Operation Shield event	Q
1250	Mrs. J. Shufflebottom	£468.90	Parish Council computer and software	H
<i>Approved 5/6/16 Minute reference 6.4</i>				

A3. Direct Debits for approval

Utility Warehouse	Parish Hall electricity for July 2016	£38.54 (£36.42 plus £2.12 VAT), to be debited on or after 29 th July 2016	E,F,G
Utility Warehouse	Parish Hall electricity for August 2016	£14.93 (£13.93 plus £1.00 VAT), to be debited on or after 30 September 2016	
<i>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</i>			

A4. Expenses and administration/office costs to approve for forwarding to Payroll provider

Signed.....
Chairman of Meeting

Signed.....
Clerk and Responsible Financial Officer

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