

Nether Alderley Parish Council, Meeting Monday 6th May 2021

- 8.1 Cheshire East update by Ward Councillor** – There was no update due to Cllr. Asquith's absence. Cllr. Howick confirmed he would contact Cllr. Asquith before the next Parish Council meeting in June as he has missed several Parish Council meetings and there are some issues outstanding.
- 8.2 Parish Hall renovation update:**
Cllr. Howick had been informed by the Parochial Church Council (PCC) that the Diocese would appoint a local solicitor to proceed with the legal formalities of transferring St. Mary's right to own part of the parish hall. The Clerk suggested the Parish Council should establish the status of the existing Joint Management Committee (JMC) from a legal specialist, familiar with Parish Council Governance, who may also be able to advocate the way forward in obtaining 100% title of the parish hall.
- 8.3 Neighbourhood Plan update** – The meeting which should have taken place on Monday 3rd May had been rescheduled for Monday 10th May 2021. The working group will be updated following the meeting.
- 8.4 Highways Issues:**
8.4.1 Highways Group update – The Highways working group met on 5th May 2021 and were pleased to report that several of the on-going issues had been resolved. The working group agreed that an action list of outstanding issues should be prioritised and submitted to CEC Highways department for due consideration.
- 8.5 Alderley Park Liaison Committee Meeting (APLC) update** – The meeting on 23rd April 2021 was called by George Walton (Chairman of the AP Liaison Committee) to set a structure for all future APLC meetings. Cllr. Howick requested that future meetings should focus on stakeholders' (residents, Parish Councils) day to day issues with less emphasis on 'corporate' news. The date of the next meeting is 30th June 2021 (time to be confirmed). In addition, Cllr. Howick suggested that in future Cllr. Bentley would take the lead in representing the Parish Council due Cllr. Howick's other commitments.
- 8.6 130 Bus service update** – Cllr. Howick reported he had been unable to contact Cllr. Craig Brown (Deputy Leader of CEC) to express the Parish Councils disappointment and lack of transparency prior to the decision being made to subsidise the 130 bus service and will report back at the next Parish Council meeting in June.
- 8.7 Holding 'COVID-19-safe' Council meetings (Checklist)** – The temporary legislation to hold Parish Councils virtually will cease from 7th May 2021. Therefore, all Parish Council meetings from 7th May 2021 will take place in Nether Alderley Parish Hall, subject to Government guidelines. The Clerk confirmed a checklist regarding preparation of the parish hall, social distancing etc. had been issued to all councillors and will be strictly adhered to.
- 9. New Matters**
To consider and agree actions relating to new matters as follows:
- 9.1 Parish Council meeting dates 2021/22** – Councillors noted the proposed dates of the Parish Council meetings and Burial Board meetings for 2021/22 which will be placed in the notice boards and uploaded to the Parish Council website.
- RESOLVED: The Parish Council resolved to approve the dates for 2021/22 and noted they will be placed in the notice boards and uploaded to the Parish Council website.***
- Proposed: Cllr. N.Howick*** ***Seconded: Cllr. A.Farrell***
- 9.2 Request to contribute to repairs to Ladies Lane** – A request from Revd. Jon Hale (St. Mary's Church) was discussed and further to the resolution made at the meeting on 8th June 2020 (ref. 9.1), Councillors were reluctant to commit to any further temporary repairs without investigating an alternative permanent solution which would be more durable in the long-term.
- 9.3 Annual inspection of the fire equipment** – The inspection of the fire equipment which should have taken place in December 2020 had been delayed due to COVID-19. The Clerk informed Councillors the fire equipment had been inspected during April 2021 and will continue to be inspected annually.
- 9.4 Police Report for April 2021** – Councillors noted the forthcoming dates of the police surgeries which will be uploaded to the Parish Council website and the April Incident Report.

10. Policies and Procedures

10.1 To receive a report on the quarterly inspection of Highways assets which is due at the end of March 2021 – Cllr. Lewis had given his apology as he was unable to attend the meeting and will report back at the next meeting in June.

10.2 To consider results of internal audit and of the Working Group's analysis of the results of internal audit, plan of audit, internal systems of control, annual governance statement, accounting statement and VAT reclaim:

10.2.1 Results of the Internal Audit 2020/21

The Working Group considered the results of the internal audit. The following issue was identified:

i) The Risk Assessment does not address the risks of supplier (procurement) fraud.

Recommendation: The Risk Assessment should be updated to include supplier (procurement) fraud, including the adequacy of supplier onboarding controls.

RESOLVED: The Parish Council resolved to approve the recommendation made by the internal auditor.

Proposed: Cllr. J.Wilkinson

Seconded: Cllr. N.Howick

10.2.2 Review of the Parish Council's Internal Audit

The Parish Council considered and reviewed its plan of internal audit.

RESOLVED: The Parish Council resolved to approve that the scope and coverage of the internal audit is adequate, appropriate and effective for Nether Alderley Parish Council and that it has fulfilled its responsibilities in relation to internal audit and statutory expectations, including scope, independence, competence, relationships, audit planning and reporting.

Proposed: Cllr. D.Clarke

Seconded: Cllr. S.Joseph

10.2.3 Review of Effectiveness of Systems of Internal Control

RESOLVED: The Parish Council approves the Statement of Internal Control and considers that the Parish Council has an adequate system of internal control with mechanisms to prevent and detect fraud and corruption, subject to updating the Risk Assessment to include supplier (procurement) fraud including the adequacy of supplier onboarding controls, as recommended by the Internal Auditor.

Councillors agreed to appoint a Working Group to review and update the current Risk Assessment.

Proposed: Cllr. J.Wilkinson

Seconded: Cllr. A.Farrell

10.2.4 VAT Reclaim 2020/21

Resolved: The Parish Council resolved to approve the proposed VAT amounts for 2020/21

Proposed: Cllr. N.Howick

Seconded: Cllr. A.Farrell

10.3 To approve Annual Governance and Accountability Return 2020/21 (Section 1 – Annual Governance Statement)

The Parish Council considered and discussed each Governance Statement of the Annual Return.

RESOLVED: The Parish Council resolved to approve agreement to each statement on the Annual Governance Statement except statement 9 (trust funds) which does not apply.

Proposed: Cllr. Y.Bentley

Seconded: Cllr. J.Wilkinson

10.4 To approve Annual Governance and Accountability Return 2020/21 (Section 2 – Accounting Statements)

The Parish Council considered and discussed the analysis of significant variances in comparison with last year's accounts and the detailed analysis of accounting figures.

RESOLVED: The Parish Council resolved to approve the Accounting Statements as presented in Section 2 of the Annual Governance and Accountability Return 2020/21.

Proposed: Cllr. S.Joseph

Seconded: Cllr. D.Clarke

10.5 To confirm exercising of Electors Rights and dates in relation to accounts and external audit (2020/21)

The Clerk confirmed the dates set for external audit, return of the Annual Return, period for exercise of elector's rights and mechanisms for publication of the Annual Return and elector's rights notices.

RESOLVED: The Parish Council resolved to approve that the Clerk and Chairman's contact details are included on the Elector's Rights notice.

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. J.Wilkinson

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 Consultation: New Pension Employer Flexibilities (14.04.21) – Noted

12.2 Consultation: Homelessness and Rough Sleeping Strategy 2021-2025 (26.04.21) – Noted

- 12.3 Consultation: Final Draft Houses in Multiple Occupation Supplementary Planning Document and Draft Housing Supplementary Planning Document (26.04.21) – Noted
- 12.4 Consultation: MHCLG Electronic Communication Infrastructure (27.04.21) – Noted
- 12.5 Consultation: DCMS Rural Broadband (28.04.21) – Noted

13. Planning

13.1 To consider and approve responses to new planning applications:

Application No: 21/0946M
Proposal: Rebuilding of existing double garage due to defect
Location: RUTHVEN, SAND LANE, NETHER ALDERLEY, MACCLESFIELD, CHESHIRE, SK10 4TS
National Grid Ref: 384225.2437 376381.9191

NAPC Comment: *This application is retrospective and quite clearly the applicant knew that planning permission would be needed for these works and chose to go down the route of "build first and ask permission later"*

The application is for Rebuilding of existing double garage due to defect - the reality of the works completed does not reflect this.

The garage position has been changed and the footprint moved to closer to the boundary. An additional car port of significant size has been added. It is not a planning issue that the applicant has bought a large Motor Home for his family. The gates and entrance have been significantly widened and changed in appearance and are out of character with the lane approach. This is not simply a rebuild of an existing garage.

The question that the Parish Council have discussed with regard to this matter is "would we have approved these works had we had the application before us prior to the works being commenced and the answer is No based on the fact that the footprint is significantly larger, the carport is out of scale, intrusive and too close to the boundary. We would have approved for the garage simply to be replaced like for like to address the defects of the existing garage. This application does not address the simple "rebuilding of the existing garage"

We would ask that you refuse this application and take whatever measures are required to manage this situation. Planning permission should be sought before works commence and not after in the hope that the applicant will get a permission. That is not what the planning system is put in place for. If this application is given approval, then all residents could begin building and seek permission afterwards.

Application No: 21/1870M
Proposal: Construction of a single dwelling house and associated works.
Location: Land Adjacent To Springvale, WELSH ROW, NETHER ALDERLEY
National Grid Ref: 383989.83 376930.44

NAPC Comment: *Whilst the Parish Council appreciates that there have been previous infill dwellings permitted on Welsh Row this does not mean that the precedent has been set and each application should be judged on its own merit and circumstances. This semi-detached cottage certainly lends itself to being enlarged and indeed would complement the extension that has taken place to the attached cottage giving balance.*

There is no element of brownfield to justify a new stand-alone dwelling on this site - just a large garden plot that in itself is not a reason for building in the Greenbelt.

We would ask that when giving consideration to the application, all of the above points are taken into account and indeed all the neighbouring residents concerns about another dwelling on a narrow lane.

However, should Cheshire East Council Development Management/Planning Department be minded to approve this planning application, 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.

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

13.2.1 Loco-shed, Bollington Lane (20/2000M/20/5638M) update – Due to Cllr. Asquith's absence it was unclear if both planning applications had been 'called in' to be decided by Committee. Cllr. Shufflebottom confirmed the latest communication to Matthew Keen (CEC Planning Officer) had been copied to Cllr. Marc Asquith (Chelford Ward Councillor) and Sally Shaw (CEC Environmental Protection Officer) who has been incredibly helpful. In addition, the GMMC Enforcement Team have confirmed the site does have a U1 exemption registered and have referred the enquiry to the Environment Management who intend to carry out an exemption compliance inspection and report back their findings to the Parish Council.

13.2.2 Land North-West of Mereside (21/0630M) update – CEC decision whether this planning application will be determined by committee or delegated authority – This application is due to be considered and discussed at CEC Northern Planning Committee in June. Councillors agreed a representative from the Parish Council should attend the meeting.

14. Burial Board

To consider communication and issues relating to the Burial Ground: None

15 Parish Hall

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

15.1.1 Parish Hall Insurance – Cllr. Farrell suggested a claim should be submitted to the insurance broker (Came&Co) for 'interrupted business' due to the shortfall in earned income during 2020/21 due to closure of the parish hall re: COVID-19 and Government guidelines.

RESOLVED: The Parish Council resolved to approve that a claim should be submitted to the insurance broker (Came&Co.) due to loss of earned income during 2020/21.

Proposed: Cllr. Y.Bentley

Seconded: Cllr. D.Clarke

15.1.2 Consideration to re-open the Parish Hall – Cllr. Farrell informed the Parish Council that several enquiries had been received to hire the parish hall. Councillors agreed that toilet facilities should be available for use by St. Mary's Church from 17th May 2021 in line with the next relaxation of COVID restrictions and future bookings should be accepted, subject to Government guidelines.

Cllr. Howick informed Councillors that Cllrs. Farrell, Shufflebottom and Bentley had been working extremely hard behind the scenes in preparation for the opening of the parish hall. In addition to the regular clean, the hall, entrance area and toilets have been painted and on behalf of the Parish Council, Cllr. Howick thanked them for their hard work and commitment which is very much appreciated.

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 updated on a regular basis.

16 Councillor's reports and items for future agenda:

- i) Land adjacent to Hill House, Nursery Lane
- ii) Land on Welsh Row (drainage)

17 Next Parish Council meeting:

To confirm the next Parish Council Meeting on Thursday 14th June 2021 at 7.00 p.m. in Nether Alderley Parish Hall.

Minutes taken by: The Clerk

Signed.....
Chairman of the Meeting

Date: 14th June 2021

APPENDIX A

Nether Alderley Parish Council Meeting

Thursday 6th May 2021 at 5.00 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

05.04.21	Cheshire East Council	BACS	£26,512.50	
				50% Parish Precept (2021/22)

A2. Invoices for payment

1544	Mrs. B.Thorpe		£1,143.48	<i>H</i>
				Salary and expenses, May 2021
1545	HMRC		£142.96	<i>H</i>
				Tax/NI, May 2021
1546	JDH Business Services Ltd.		£264.60	<i>I</i>
				Internal Audit Fee 2020/21 (£220.50 plus £44.10 VAT)

A3. Direct Debits/Standing Orders for approval

Cheshire Pension Fund	£285.00	April 2021 pension contribution	<i>H</i>
		Debited on or after 15th April 2021	
Utility Warehouse	£116.38	Parish Hall Electricity for March 2021 debited on	<i>E,F,G</i>
		or after 30 th April 2021 (£110.55 plus £5.83 VAT)	

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

Additional Hours, Travel and Administration/Stationery Costs:	£400.95	<i>H</i>
---	----------------	----------

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

N

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

Websites Local Government Act 1972 s142

P

Life-saving appliances – Power to provide life-saving appliances (e.g. life belts, defibrillators)
[Public Health Act 1936, s234]

S