

NETHER ALDERLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Thursday 6th October 2016 at 7.00 pm at Nether Alderley Parish Hall

In the Chair: Cllr. J Shufflebottom

Parish Councillors present: C. McKeown 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, D. Colgan, C. Walker and S. Shorland

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 that the Minutes of the Nether Alderley Parish Council meetings held on 20th September 2016 are a true and accurate record.*

AMENDMENT: *To the approved Planning meeting minutes on 2nd August 2016 – Cllrs. D.Colgan and S.Shorland were in attendance and had not given their apology for absence as stated in the minutes.*

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

8. Current Matters

To consider and agree actions relating to ongoing matters:

8.1 Parish Hall renovation

The renovation of the Parish Hall is moving forward with Cllr. Walker co-ordinating the first meeting.

8.2 Options to improve speed and safety on local roads

The speed data results were not available at the meeting on Thursday 29th September as the Highway's meeting had been deferred until 3rd October. The Parish Council had not been notified of any decisions made at that meeting, although it was suggested the likelihood of a speed camera on Congleton Road was very slim.

8.3 Advertising and distribution of Operation Shield packs

Councillors agreed to hold another event on Saturday 29th October at 11.00 a.m. in the Parish Hall to give local residents another opportunity to purchase the Selecta DNA packs. PCSO Lindsey Whitehead will give a brief demonstration before registering individual packs. A notice will be put on the notice boards and advertised on the Parish Council website.

RESOLVED: Councillors approved an email advertising the event, should be sent to all residents who are currently on the Parish Council mailing list.

Proposed: Cllr. J.Wilkinson

Seconded: Cllr. C.McKeown

8.4 Defibrillator training

The Clerk will contact Mr. Craven, Headteacher at Nether Alderley Primary School, before the next Parish Council meeting to discuss a further opportunity for training. This item has been carried over from the last meeting due to the Clerks intensive training commitment.

8.5 The Honours Board

The Clerk will arrange a date for the board to be updated.

8.6 Visit by Manchester Airport Community Relations Manager

The outreach programme and visit from Community Relations Manager has been deferred until the new year.

8.7 To approve pension arrangements for the new Clerk

RESOLVED: The Parish Council approved the new Clerk could join the Cheshire East Pension Scheme on the same basis as the previous Clerk and that Ill Health Insurance should also continue.

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. J.Wilkinson

9. New Matters

There were no new matters.

10. Policies and Procedures

10.1 To receive report on quarterly inspection of Highways assets - The next inspection is due in December by Cllr. D.Colgan.

10.2 To consider the Clerk's working hours

Resolved: The Parish Council resolved the new Clerk's terms and conditions as in the minutes of 10th August 2016 (Pt. 6.3)

Proposed: Cllr. C.Mckeown

Seconded: Cllr. J.Wilkinson

10.3 To review Parish Council Code of Conduct - Councillors were reminded of their Code of Conduct.

10.4 To review Parish Council Powers - Councillor were reminded of their Parish Council Powers.

11. Finance

11.1 To consider and approve Receipts

There was no Income. (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

There were no direct debits. (A3)

11.4 To approve administration and expenses costs as listed in schedule (A4)

RESOLVED: The Parish Council approved the administration and expense amounts to send to the Payroll Provider for inclusion in the Clerk's payroll report.

Proposed: Cllr. J.Shufflebottom Seconded: Cllr. C.McKeown

11.5 To consider additional hours worked by the new Clerk during training (A4)

RESOLVED: The Parish Council resolved to authorise payment for the additional hours worked by the Clerk during intensive training.

Proposed: Cllr. J.Shufflebottom Seconded: Cllr. J.Wilkinson

11.6 To approve the bank reconciliation at 30th September 2016

The Clerk presented the bank reconciliation to 30th September 2016 together with analysis of receipts and payments to the current account and the bank statement for current and reserve accounts at 30th September 2016. The Clerk confirmed Cllr. McKeown'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.

RESOLVE: The Parish Council considered and resolved to approve the bank reconciliation to 30th September 2016.

Proposed: Cllr. J.Wilkinson Seconded: Cllr. J.Shufflebottom

11.7 To approve the comparison budgeted amounts to receipts/expenditure at 30th September 2016

The Clerk confirmed Cllr. McKeown'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 2016.

Proposed: Cllr. J.Wilkinson Seconded: Cllr. J.Shufflebottom

12. Correspondence

12.1 Manchester Airport Group – The Clerk will contact Manchester Airport Group to accept the generous offer of two complimentary tickets to attend a concert at the Bridgewater Hall, Manchester. The Parish Council will discuss at the next Parish Council meeting, who in the community will benefit from this donation.

12.2 Draft Speed Management Strategy September 2016 - The Parish Council has been informed that this document has now been adopted by Cheshire East Council.

12.3 Cheshire East Highways engagement events - Cllr. Shufflebottom is attending this event on Monday 17th October (2.00 – 4.00 p.m.).

12.4 To consider invitation to attend Freedom of information and Data Registration course -

Parish Councillors were asked to contact the Clerk if they wished to attend this course.

12.5 Cllr. Shufflebottom reported that a local resident had contacted her regarding land adjacent to Walton's Farm that enjoyed the benefit of a planning permission for a dwelling from a stable block. The remainder of the land fronting the road has been sold to another party and they are looking to submit plans for another dwelling on the land. The resident was concerned as a very old oak tree had been cut down in order to make way for an application and wondered if the Parish Council had any knowledge of this activity. Cllr. Shufflebottom confirmed the Parish Council had no knowledge of this and had not received an application from Cheshire East Planning Department to date.

12.6 Michael Penlington had contacted Cllr. Shufflebottom asking for permission to store some church goods in the mausoleum while he has building works done on his house.

RESOLVED: The Parish Council resolved to store some of the church goods in the mausoleum on a temporary basis.

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. C.McKeown

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 - There were no other planning matters to consider.

14. Burial Board

14.1 Cllr. Shufflebottom reported a lady whose family are buried in the old burial ground, noticed that the headstone had been laid flat on top of the grave. Cllr. Shufflebottom reported that at the last Burial Board inspection it was found to be unstable and for safety reasons had been laid flat. The headstone simply appeared to have come away from the base. The family would like to reinstate the headstone but have to obtain other family members approval which they are going to do and get back to the Parish Council. In the past, the family have dealt with the Rector of St. Mary's Church, but Cllr. Shufflebottom confirmed the grave is the responsibility of the Parish Council and as such they should liaise with the Clerk in future.

15. Parish Hall

15.1 To receive reports from members of the Parish Hall Joint Committee - There were no updates.

15.2 To consider any other matters relating to the Parish Hall - (Please refer to 8.1)

16. Councillor's reports and items for future agenda

16.1 Cllr. Shufflebottom suggested that as from January 2017 the Parish Council's monthly meeting should take place on the second Monday of each month. This item will be discussed at the next Parish Council Meeting.

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.

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

APPENDIX A

**Nether Alderley Parish Council Meeting
Thursday 6th October 2016 at 7.00 pm.
Nether Alderley Parish Hall.**

Schedule of Receipts and Payments

A1. Receipt of Income

None

A2. Invoices for payment

1250	Mrs. J. Shufflebottom	£468.90	Parish Council computer and software <i>Approved 5/6/16 Minute reference 6.4 -Cheque unused due to error by Clerk</i>	H
1251	Mrs. J. Shufflebottom	£468.90	Parish Council computer and software <i>Approved 5/6/16 Minute reference 6.4</i>	H
1252	Waste collection, two collections September 2016	£40.66	(£33.88 plus £6.78 VAT) <i>Waste collection review and approval 10/8/15 Minute Ref 8.5 Service ordered 11/6/2009. Minuted approval 21/5/2009 ref 5.10</i>	E,F,G
1253	Mrs. B.Thorpe	£795.57	Salary, September and October 2016 <i>Approved 10/8/16 Minute reference 6.3</i>	H
1254	HMRC	£49.65	National Insurance due	H
1255	Cheshire Pension Fund	£213.18	Pension contributions for September and October 2016 <i>Approved 6/10/16 Minute reference 8.7</i>	H

A3. Direct Debits for approval

None

A4. Approval to forward to Payroll provider for inclusion in Payroll Report for Clerk's expenses/salary				
additional hours, travel and administration/stationery Costs		£740.80		H
<i>Approved 6/10/16 minute reference 11.4 and 11.5</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 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