

NETHER ALDERLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 7th January 2019 at 7.00 p.m. at Nether Alderley Parish Hall

In the Chair: Cllr. J Shufflebottom

Parish Councillors present: Y.Bentley, A.Farrell, N.Howick, S.Joseph, S.Lewis 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: None

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 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 10th December 2018, are a true and accurate record.**

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. A.Farrell

5. **7.05 p.m. Public presentation** – Marc Asquith, David Clarke and PCSO Julia Short were in attendance.

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 **New Councillor vacancy update** – An application had been received from a local resident, Mr. David Clarke. The Chairman, Vice Chair and two other Councillors met with him for an informal chat prior to the Parish Council meeting and considered Mr. Clarke able to offer positive input for the community and recommended Nether Alderley Parish Council approve this appointment.

RESOLVED: The Parish Council resolved to co-opt Mr. David Clarke to Nether Alderley Parish Council with immediate effect.

Proposed: Cllr. N.Howick

Seconded: Cllr. Y.Bentley

Cllr. Shufflebottom welcomed Cllr. Clarke to Nether Alderley Parish Council.

8.2 Parish Hall renovation update

- The meeting of the Parish Hall Refurbishment Committee on 9th January 2019 was cancelled as a full measurements survey of the existing building is required before the next stage can proceed. It is anticipated that 3 quotations will be required in line with the Parish Council's Financial Regulations which may require an extra-ordinary Parish Council meeting to approve the appointment.
- A quotation to provide a report for the Mechanical and Electrical installation has been received from JRB Environmental. Both LEP and Mr. Simon Fenton, who is acting as Quantity Surveyor, confirmed they have previously worked with this company and found them to be very professional in their field of expertise.

RESOLVED: The Parish Council resolved to approve to appoint JRB Environmental to provide a report for the Mechanical and Electrical installation to the Parish Hall subject to their quotation of £700 plus VAT.

Proposed: Cllr. Y.Bentley

Seconded: Cllr. S.Joseph

- A cost plan, including planning fees, will be drawn up by Simon Fenton once all the reports/surveys have been completed which will allow the Parish Council to take the project forward subject to approval.

8.3 Neighbourhood Plan update

- The next meeting of the working group is on Thursday 17th January 2019.
- Once again, Cllr. Shufflebottom thanked all of the Councillors for their continued efforts in distributing and collecting the questionnaires, especially as it was so close to Christmas.
- The working group anticipate applying to CEC for the Neighbourhood funding grant which is available.
- Cllr. Howick informed the Parish Council that a number of residents had included their email addresses which will be added to the database.

Marc Asquith left the meeting

8.4 Highways update

- **A34 Bypass** – Cllr. Walton and Cllr. Shufflebottom are meeting a representative from the Highways department (date to be confirmed) and will raise a number of issues regarding the bypass, including:
 - replacement planting of trees
 - fence panels which have become unsecured and are dangerous
 - maintenance re: tarmac
 - unused sapling tree protectors
- **CEC link to report highway issues** – The Highways department have asked if residents could report any issues relating to the highway via a dedicated link on the Cheshire East Council website: <https://www.cheshireeasthighways.org/report-it-general.aspx>
The link is very easy to use, acknowledges your complaint and provides a reference number should you wish to track it. The Parish Council will seek to inform residents of the CEC website link via the website, email and social media.
- **Speed Watch** – The Headteacher at Nether Alderley Primary School has agreed to send out a 'flyer' to parents asking for volunteers.

8.5 Telephone Kiosk at Monks Heath

- A local handyman has provided a quotation to repair and bring the telephone kiosk up to standard before a defibrillator can be installed. Unfortunately, he is unable to do the work until April due to other commitments.
- The Clerk is awaiting a quotation from the Community Heartbeat Trust to purchase a defibrillator and will report back to Council at the next meeting.

8.6 Planting of the commemorative oak tree in the New Burial Ground –

- The Clerk is waiting to hear whether the local school wishes to be involved in suggesting items which could be placed in the time capsule and will report back to Council at the next meeting.
- A provisional date has been set to plant the tree/time capsule. Councillors asked the Clerk to contact Mr. Moore, the Groundsman, to ask if he would like to include an item which could be placed in the time capsule and confirm if he would be available on Wednesday 27th March 2019 at 6 p.m. to plant the tree. Councillor George Walton agreed to plant the tree along with NAPC.

9. New Matters

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

9.1 Police Surgery and November Report – PCSO Julia Short made an unannounced appearance to update the Parish Council with news of a new PCSO (David Bell). However, it has not been confirmed if he will be attached to Knutsford which encompasses the Chelford Ward and hopes to confirm this at the next Ward Cluster meeting on Wednesday 30th January 2019.

Residents are asked to report any vehicles which appear to have been abandoned using the 101 service. However, PCSO Short acknowledged there is a long wait when making non-urgent reports using 101 which is currently over-subscribed due to general enquiries which are not police related.

Councillors raised the issue of dangerous parking of vehicles between 8 a.m. and 5 p.m. on Congleton Road, as you travel south past the De Trafford where there are double white lines. PCSO Short will bring this to the attention of her colleagues who will monitor the situation.

Councillors noted the forthcoming dates of the police surgeries and the December Incident Report.

PCSO Julia Short left the meeting

9.2 Public Rights of Way (Alderley Park) – Cllr. Bentley brought this issue to the attention of the Parish Council as a local resident had been challenged when walking from the South entrance of Alderley Park to the North entrance. Cllr. Clarke reported that the company who provide security on Alderley Park are currently unclear on protocol and are waiting for Bruntwood Estates to issue clear guidelines. Councillors discussed the matter and suggest appropriate signage advising permissible routes should be in place. Cllr. Shufflebottom and Cllr. Walton will raise this issue at the next Alderley Park Liaison meeting later this month.

Cllr. G.Walton left the meeting

10. Policies and Procedures

10.1 To receive a report on quarterly inspection of Highways Assets which is due to be carried out in December 2018 and reported at the Parish Council meeting in January 2019 – Cllr Lewis reported the following issues:

- All benches are in need of wood treatment/preservative. The Clerk has asked the Groundsman to carry out this work which will hopefully be completed in the Spring.
- The Groundsman has carried out temporary repairs to the circular bench on Sand Lane/Congleton Road and the safety notice has been removed. Cllr. Lewis has received two quotations to replace the bench and is awaiting a third quotation.
- The leaves in the brick bus shelters need cleaning out in the Spring.
- The Groundsman has made an excellent job of removing the ivy from the brick bus shelter, West side A537 at Monks Heath.
- The brick bus shelter, North side A537 at Monks Heath, needs attention to the lintel and has a build up of moss on the roof.

10.2 CEC Approval of the Tax Base for Nether Alderley Parish Council 2019/20 – CEC advised Councillors that on the 13th December 2018, Cheshire East Council approved the 2019/20 taxbase for Nether Alderley Parish Council as 510.66 which confirmed the estimated figure given in November 2018.

11. Finance: Finance Schedule (Appendix A)

11.1 To note receipt of income, as listed in schedule (A1) – Noted

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

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

Proposed: Cllr. S.Lewis

Seconded: Cllr. Y.Bentley

11.3 To consider and approve direct debits/standing orders 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. J.Wilkinson

11.4 To consider and approve administration and expenses costs 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. J.Shufflebottom

Seconded: Cllr. J.Wilkinson

11.5 To consider and approve the bank reconciliation to 31st December 2018 – Deferred to the Parish Council meeting on 11th February 2019

11.6 To consider and approve the comparison of budget headings to receipts and payments at 31st December 2018 – Deferred to the Parish Council Meeting on 11th February 2019

11.7 To consider and approve the proposed Budget and Precept for 2019/20

11.7.1. To consider and approve the proposed Budget for 2019/20 - Councillors considered and discussed the following budgets:

- The majority of income is derived from CEC Funding for the Parish Council to produce a Neighbourhood Plan and Burial Income which is difficult to predict and is based on previous income received.
- Existing Budget headings were increased in line with forecast costs to 31.03.19 and the previous year's actual costs
- A provisional sum of £125 was added to Other Admin Costs to pay for signage/printing which will be required to present the Neighbourhood Plan to the local community
- A provisional sum of £3,100 was added to Highways to cover the costs of the following items: notice board, replacement circular bench (Sand Lane/Congleton Road), repairs to the finger post (Welsh Row/Congleton Road) and repairs to the decommissioned BT kiosk (Monks Head)
- A provisional sum of £25,000 was added to Hall Redevelopment. Councillors unanimously agreed the deficit should be spread over two financial years in line with the additional housing currently being developed at Alderley Park. which will effectively reduce the contribution made from individual households.
- The 2018/19 provisional sum to purchase a defibrillator was not used and was included in the proposed budget. This was due to the extremely poor condition of the decommissioned BT telephone box at Monks Heath which will require extensive refurbishment so that a defibrillator can be installed.

RESOLVED: The Parish Council resolved to approve the Budget for 2019/20

Proposed: Cllr. J.Shufflebottom

Seconded: Cllr. N.Howick

11.7.2 To consider and approve the proposed Precept for 2019/20 - Councillors acknowledge the percentage increase to the Precept and agreed the Parish Council should write to all Nether Alderley residents to explain the reason for the increase in more detail.

RESOLVED: The Parish Council resolved to approve the Precept of £46,000 for 2019/20.

Proposed: Cllr. Y.Bentley

Seconded: Cllr. S.Joseph

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 Notice of Publication of Examiners Report of the Cheshire East Community Infrastructure Levy – Draft Charging Schedule - Noted
12.2 Invitation for the Parish Clerk to join the Worshipful Mayor of Cheshire East Council for afternoon tea - Noted

13. Planning

13.1 To consider and approve responses to new planning applications:

Application No: 18/5047W

Proposal: It is proposed to import clean inert soil to infill several historical depressions within two linked fields for agricultural improvement. The works will be carried out under an exemption due to the above and under a separate Standard Environmental Permit to be issued by the Environment Agency, which allows for a maximum of 75,000 tonnes to be imported. Site access roads will be constructed of imported crushed demolition materials and highway planings - which will be excavated and removed off site on completion of the proposed works. A supporting document, including an ecological report will be submitted as part of this application - Ref: OE/1702/914/R1, dated September 2018

Location: YARWOODS FARM, BOLLINGTON LANE, NETHER ALDERLEY, CHESHIRE, SK10 4TB

National Grid Ref: 383593 375021

This application has been referred to CEC Strategic Committee. The Parish Council has been given an extension of time for comments, subject to a site meeting (date to be confirmed). An extra-ordinary Planning Meeting will be tabled to consider and discuss this application following a site meeting with Cllr. Shufflebottom, the Planning Officer, Highways Officer, Environmental Officer, residents (and their representatives).

Application No: 17/0530M

Proposal: Reserved matters application for demolition of existing waste transfer station and redevelopment for a Full-Sized Sports Pitch (Use Class D2) including ground engineering works, erection of site boundaries and landscaping

Location: ALDERLEY PARK, CONGLETON ROAD, NETHER ALDERLEY, MACCLESFIELD, CHESHIRE, SK10 4TJ

NAPC Comment: No comment

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

Application No: 18/6058M

Proposal: Prior approval for change of use from offices (class B1a) to up to 81 residential units (class C3).

Location: BLOCK 26, OFFICE BUILDING, MERESIDE CAMPUS, ALDERLEY PARK, CONGLETON ROAD, NETHER ALDERLEY, SK10 4UN

It was noted that the Parish Council has not been asked for comments regarding this application subject to a Government Directive which enables office blocks to convert to residential dwellings under permitted development providing it can fit the criteria:

- It is not a listed building
- It does not have any transport impact
- The site is not contaminated
- There is no noise impact

Cllr. Shufflebottom will raise the Parish Council's concerns at the Alderley Park Liaison meeting later this month.

14. Burial Board

To consider communication and issues relating to the Burial Ground:

Item 14.1 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 Communication re: Lost deeds to an existing plot (OBG 101) - **Appendix B (07.01.19)**

15 Parish Hall

15.1 To receive reports from members of the Parish Hall Joint Management Committee

- The next JMC meeting is the AGM and is on Monday 21st January 2019.
- Each year the Chairman alternates between the Parish Council/Parochial Church Council.
- Cllr. Farrell has kindly volunteered to Chair the JMC meetings in 2019 as it is fundamental to take the Business Plan forward.

15.2 To consider any other matters relating to the Parish Hall - None

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)

17 Next Parish Council meeting:

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

Minutes taken by: the Clerk

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

**Nether Alderley Parish Council Meeting
Monday 7th January 2019 at 7.00 p.m.
Nether Alderley Parish Hall**

Schedule of Receipts and Payments

A1. Receipt of Income - None

A2. Invoices for payment

| | | | | |
|------|-----------------|---------------------------------------|---|----------|
| 1400 | Mrs. B.Thorpe | £768.53 | <i>Salary and expenses, January 2019</i> | H |
| 1401 | Fire Queen Ltd. | £47.36 (£39.46 plus £7.90 VAT) | Annual inspection of fire equipment (Mausoleum) | C |

A3. Direct Debits/Standing Orders for approval

| | | | |
|-----------------------|----------------|---|--------------|
| Cheshire Pension Fund | £170.00 | November 2018 pension contribution Debited on or after 15 th December 2018 | H |
| Utility Warehouse | £173.29 | Parish Hall Electricity for November 2018 debited on or after 31 st December 2018 (£144.41 plus £28.88 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: | £197.28 | 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

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 £7.57 per elector in 2017/18. Expenditure must be commensurate with the benefit

Websites Local Government Act 1972 s142

P