

NETHER ALDERLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 8th June 2016 at 7.00 pm at Nether Alderley Parish Hall.

In the Chair: Cllr. J Shufflebottom

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

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

2.1 To Declare Disclosable pecuniary interests.

No declarations were made.

2.2 To Declare non- pecuniary interests.

No declarations were made

2.3 Councillors considered amendments required to their Register of Pecuniary Interest forms.

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 Tuesday 10th May 2016 and Wednesday 25th May 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. Current Matters

To consider and agree actions relating to ongoing matters:

6.1 To consider actions to take regarding Parish Hall renovation

Dates have been received from the CCA Village Halls Advisor and Councillor Shufflebottom will arrange a meeting date for all those interested in forming a Group to work on addressing the Hall refurbishment.

6.2 To consider speed and safety on local lanes.

The Highways Officer, Mr. Maltese, has confirmed that assessment of Congleton Road for the possibility of speed camera instatement is ongoing and that 20 mph advisory school signs will be installed in mid-June. Suggestions for road markings on Congleton Road will be forwarded to the Parish Council when drawings are completed.

6.3 To consider progress with improvements to Nether Alderley roundabout

Councillor Shufflebottom has received advice from Cheshire East Highways that plans to provide additional top soil to the roundabout in order to re-seed cannot go ahead at this point due to lack of funding. A thorough grass cut has been arranged by Cheshire East Council, together with removal of unsightly trees. The Parish Council considered and discussed other options for improvements to the roundabout. Councillor Walton confirmed that rural cuts now take place only once a year.

6.4 To address requirements relating to appointing a new Parish Clerk.

RESOLVED: To exclude the public and press in the public interest for discussion of the following item due to the consideration of personal information as detailed in 8/6/16 Appendix B:

Applications and appointment for the role of Parish Council Clerk.

6.5 To consider advertising and distribution of Operation Shield packs

The Clerk reported enquiries being made regarding the current purchase cost of Selecta DNA packs, the original cost quoted and the amount paid by the Parish Council for packs received.

*Cllr. Walton left the meeting

7. New Matters

7.1 To consider Neighbourhood Planning

Councillor Shufflebottom explained communication from Great Warford Parish Council with an invitation to consider and discuss the possibility of a Neighbourhood Plan that incorporates both parishes.

Members of the Parish Council have been invited to a Neighbourhood Planning public meeting to be held by Alderley Edge Parish Council.

7.2 To consider updating the Parish Council Honours Board

The Parish Council agreed that the Clerk should make enquiries of costs for updating the Honours Board

RESOLVED: The Parish Council resolved to approve funding of the updating of the Honours board through s137 provision.

8. Policies and Procedures

8.1 To confirm Parish Council Committees

Further to the Annual Meeting/AGM, the Parish Council confirmed the membership of the Burial Board and Planning Committees, Chairmanship of the Committees and Parish Councillor Representatives to the Parish Hall Joint Management Committee.

The Clerk explained communication with the Elections Office and ChALC regarding the statutory expectations relating to Councillor members should they move out of the parish.

RESOLVED: The Parish Council resolved to approve that Councillor McKeown continues to appraise quarterly bank reconciliations and budgetary analysis as produced by the Clerk, prior to consideration by the Parish Council, in line with Financial Regulations.

8.2 To appoint a Vice Chair to the Parish Council

Councillor Shufflebottom confirmed Councillor McKeown's intention to step down from the role of Vice Chair and asked Councillors to consider the role.

8.3 To review Committee Terms of Reference

RESOLVED: The Parish Council resolved to approve updated Terms of Reference for Parish Council Committees

Proposed by Councillor Wilkinson, seconded by Councillor Shorland and approved by resolution of the Parish Council.

8.4. To receive report on Quarterly Inspection of Highways Assets.

Councillor Shufflebottom reported an inspection carried out in June. No issues were noted for action. A sweep out of the bus shelters was discussed. Councillor Wilkinson confirmed that she would carry out the next inspection in September.

8.5 To review the Model Publication Scheme and Parish Council's Guide to Information

The Parish Council reviewed its observance of the Model Publication scheme **and resolved that:**

- it has identified information that it holds and has incorporated this into its Guide to Information
- it has decided whether any of the information can be legitimately withheld from publication, with reasons
- members of the public can find out what information is made available and the model Guide to information has been completed
- members of the public have been made aware of the Model Publication Scheme and Guide to Information through a permanent announcement on the Parish Council's notice boards and on its website

- Members of the public have access to the Information Guide, and therefore details of the information held by the Parish Council, through the Parish Council's website
- Staff (the Clerk) are aware of the scheme and the authorities obligations
- The clerk is the named person for routinely providing information
- There is an annual review in place to update information and consider new information

RESOLVED: The Parish Council resolved to approve an updated Guide to Information.

Proposed by Mrs. Shorland, seconded by Mrs. Shufflebottom and approved by resolution of the Parish Council.

8.6 To confirm no Councillor conflict of interest with the External Auditor

Councillors present confirmed that they had no conflict of interest with the Parish Councillor's external audit company.

9. Finance.

9.1 Receipts.

The Parish Council noted that there were no receipts

9.2 Payments

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

9.3 Direct Debits

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

The Clerk reported that, further to communication with BT, the payment for telephone kiosk had now been banked.

The Clerk reported recent communication from Hymans Robertson regarding terms of renewal of the Ill Health Pension provision. The Clerk explained the position regarding the Ill health pension policy in the event of a change of Clerk.

The Clerk reported correspondence from the bank and the Parish Council approved completion of the information form supplied.

RESOLVED: Expenditures were proposed by Cllr. Shufflebottom, seconded by Cllr. Wilkinson and approved by resolution of the Parish Council

10. Correspondence

10.1 To consider communication from Knutsford Town Clerk

RESOLVED: The Parish Council discussed and resolved to express an interest in using the services of the Knutsford Town Ranger

10.2 To consider communication from a member of the public

The Parish Council considered correspondence relating to tree felling and agreed that further action was not required.

11. Planning

11.1 To consider responses to new planning applications

The Parish Council considered and resolved to approve responses to the following new planning applications:

Application 16/2147M

The demolition of all existing buildings and erection of combined Waste and Logistics Facility (sui generis use) and associated infrastructure, including the provision of new car parking space.

Alderley Park, Congleton Road, Nether Alderley, Macclesfield, Cheshire, SK10 4TJ.

Approved Response: No Objection

11.2 To consider any other planning matters

No further planning matters

RESOLVED: Responses to planning applications were proposed by Cllr. Wilkinson, seconded by Cllr. Shufflebottom and approved by resolution of the Parish Council.

12. Burial Board

The Clerk advised the Council regarding the current numbering of ashes plots and recommendations for continued numbering were discussed.

The Clerk advised the Council that a new bench has been instated and reported regarding insurance cover.

The Clerk reported progress with improvements to the surface of the Burial Ground and the Parish Council resolved that the maintenance should go ahead.

Councillor Bentley agreed to making enquiries about the range of items that selecta DNA can be applied to.

RESOLVED: To exclude the public and press in the public interest for discussion of the following items due to the consideration of personal information as detailed in 8/6/16 Appendix C:

Application for burial.

13. Parish Hall

There was no business relating to the Parish Hall

Minutes taken by: the Clerk.

Minutes confirmed and approved at the Nether Alderley Parish Council meeting held on 5th July 2016.

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

Appendix A

**Nether Alderley Parish Council Meeting
Wednesday 8th June 2016 at 7.00 pm.
Nether Alderley Parish Hall.**

Schedule of Receipts and Payments

A1.Receipt of Income

None

A2. Invoices for payment

1229 Mrs. P Langham £745.47 Salary June 2016, office supplies and expenses H
Salary and expenses reviewed and approved 13/4/16 Minute ref 12

1230 Cheshire West and Chester Cheshire Pension Fund £135.38 Pension contribution, June 2016 H
Pension contribution level reviewed and approved 10/3/16 Minute ref 8.4

1231 Henshaws Waste collection two collections May 2016 £40.66 (£33.88 plus £6.78 VAT) E,F,G
*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*

1232 Legal and General Ill health liability insurance, Cheshire Pension Fund 2016-17 £79.23 H
Pension contribution level reviewed and approved 10/3/16 Minute ref 8.4

1233 CVS Cheshire East Annual Payroll service £96.00 H
Service reviewed 11/2/16 ref 7.7

A3. Direct Debits for approval

Utility Warehouse Parish Hall electricity for April 2016 £238.75 (£198.96 plus £39.79 VAT), to be debited on or after 31st May 2016 E,F,G

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

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

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