

## NETHER ALDERLEY PARISH COUNCIL

### Minutes of the Parish Council Meeting held on Monday 8<sup>th</sup> October 2018 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 and S.Lewis  
**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: J.Wilkinson

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 10<sup>th</sup> September 2018 and 12<sup>th</sup> September 2018, are a true and accurate record.**

*Proposed: Cllr. J.Shufflebottom*

*Seconded: Cllr. N.Howick*

5. **7.05 p.m. Public presentation** – Marc Asquith was 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 Parish Hall renovation update including all sub groups**

**8.1.1** Cllr. Shufflebottom, Cllr. Howick and Simon Fenton (Quantity Surveyor) have a meeting scheduled with Lloyd Evans Prichard to finalise detailed drawings.

**8.1.2 Business Plan** – Cllr. Farrell, Chairman of the working group, reported there have been several meetings since the last Parish Council meeting and reported the first detailed draft should be available by the end of October.

## 8.2 Neighbourhood Plan update

**8.2.1 Neighbourhood Questionnaire** – The Parish Council discussed and considered the draft questionnaire which the working group had produced. Cllr. Howick invited councillors to complete the questionnaire and return it to him by Wednesday 10<sup>th</sup> October before instructing a printer. The final version will be hand delivered to all residents in Nether Alderley and collected two weeks later.

**8.2.2 Cheshire East Council (CEC) support** – The working group intend to contact Tom Evans at CEC as they offer free support to Parish Council's whose aim is to produce a Neighbourhood Plan i.e. referendum process, policies, funding etc.

**8.3 New Councillor vacancy update** – Cheshire East Council have instructed the Parish Council to fill the vacancy by co-option. An Expression of Interest Form has been sent to those who have made contact with the Clerk since the vacancy was advertised. Applications received will be duly considered and a date and time will be scheduled for the Chairman and Vice Chair to meet the applicants for an informal chat.

Cllr. S.Lewis joined the meeting and Marc Asquith left the meeting.

## 8.4 Highways

**8.4.1 B5087 update** – Cllr. Walton informed the Parish Council that there is a meeting scheduled on Thursday which will provide more information and he will report back at the next Parish Council meeting in November.

**8.4.2 Street furniture update** – Although all items which have been reported have been referred to the relevant departments, the Parish Council is still waiting for a response from Cheshire East Council (CEC). The Clerk confirmed a further email had been sent to the Highways department at CEC and cc to: Gillian Kidd, Paul Traynor and Rachel Bailey

**8.5 The Village Institute Application** – The Parish Council considered and discussed the application form from the Alderley Edge Institute Trust which will hopefully provide much needed additional funding towards the Parish Hall renovation.

**RESOLVED: The Parish Council resolved to submit the application and associated documentation required for consideration at the Alderley Edge Institute Trust's next meeting on 25<sup>th</sup> October 2018.**

**Proposed: Cllr. S.Joseph**

**Seconded: Cllr. Norman Howick**

The application was signed by Cllr. Shufflebottom (Chairman) and the Clerk. The Parish Council agreed that should further clarification be required, Cllr. Shufflebottom and Simon Fenton (Quantity Surveyor) would attend the meeting in order not to delay the process,

**8.6 Chelford Ward Cluster Group** – Cllr. Shufflebottom and Cllr. Walton had attended the first meeting at Congleton Police Station. The main issues were:

### 8.6.1 Local Crime

- burglary's to houses under construction or empty houses
- Rurally: theft of livestock, poaching and lamping

**8.6.2 Reporting of any crime or suspicious** – PCSO's recognise that using 101 can take up to 20 minutes which is not ideal but ask the public to continue to do so as this is gathering information which is needed to build up their own database.

**8.6.3 Speed Watch** – Speed checks are not allowed on deregulated roads and can only take place where there is a designated speed limit i.e. 30 mph/40 mph. Advantage points in Nether Alderley will be identified by the PCSO and Highways Police before any Speed Watch monitoring can be done. Once locations have been identified, training will be provided by the police which requires the following criteria:

- **calibrated speed gun**
- hi-vis jackets
- a nominated co-ordinator (any volunteer from the Parish Council or community)
- volunteers

**8.6.4 New Mobile Police Surgery** – The mobile van will be visiting Nether Alderley on 20<sup>th</sup> October 2018 in St. Mary's Church car park between 9.30 and 10.30 a.m.

**8.6.5 The next Ward Cluster Group meeting** – January 2019 at Nether Alderley Parish Hall (TBC)

## 9. New Matters

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

**9.1 New Homes Bonus Community Fund Scheme 2018/19** – The Parish Council noted the new scheme which runs alongside s106 funding and the Community Infrastructure Levy (CIL) for new housing schemes.

## **10. Policies and Procedures**

### **10.1 To receive a report on the quarterly inspection of Highways assets:**

Cllr Lewis reported the following items:

- All benches are need of wood treatment/preservative which should be done as soon as possible. The Clerk will remind the groundsman and request this is done before winter if possible.
- The circular tree bench on Sand Lane/Congleton Road is in urgent need of repair. A temporary notice will be fixed to the bench advising the public not to use it. The Clerk will ask the groundsman to repair or remove it if it is irreparable.
- The brick bus shelters are engulfed with ivy which needs cutting back before the roof/gutters are damaged. Leaves also need to be removed. The Clerk will contact the groundsman.

The next inspection is due in December and will be reported at the Parish Council meeting in January 2019.

### **10.2 To review NAPC Health and Safety Policy** - The Parish Council considered and reviewed the Health and Safety Policy..

**RESOLVED: The Parish Council resolved to approve the NAPC Health and Safety Policy without amendment.**

**Proposed: Cllr. Y.Bentley**

**Seconded: Cllr. N.Howick**

### **10.3 To review NAPC Model Publication Scheme** - The Parish Council considered and reviewed the Model Publication Scheme.

**RESOLVED: The Parish Council resolved to approve the NAPC Model Publication Scheme without amendment.**

**Proposed: Cllr. A.Farrell**

**Seconded: Cllr. Y.Bentley**

## **11 Finance: Finance Schedule (Appendix A)**

**11.1** The Parish Council noted receipts as listed in Appendix (A1)

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

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

**Proposed: Cllr. N.Howick**

**Seconded: Cllr. S.Lewis**

**11.3** To 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. N.Howick**

**11.4** To 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. N.Howick**

## **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 Spatial Planning Update (September 2018) - Noted
- 12.2 Invitation to attend the Civic Service from the Mayor of Cheshire East (Sunday 7<sup>th</sup> October 2018 at 10.45 a.m.) – Cllr. Walton attended the service.
- 12.3 11.09.18 Cheshire East planning documents consultations (11<sup>th</sup> Sept. – 22<sup>nd</sup> Oct. 2018) - Noted
- 12.4 Cheshire Police and Crime Commissioner to hold events to consult on draft rural crime strategy - Noted
- 12.5 30.09.18 Local Crime Report - Noted

### 13 Planning

#### 13.1 To consider and approve responses to new planning applications:

<b>Application No:</b>	<b>18/4290M</b>
Proposal:	Single storey extension to existing outbuilding, raising of roof of existing outbuilding and addition of dormer windows on rear elevation and roof lights on front elevation (resubmission of 17/5114M)
Location:	HEATHFIELD HOUSE, BOLLINGTON LANE, NETHER ALDERLEY, MACCLESFIELD, CHESHIRE, SK10 4TB
National Grid Ref:	383323 375038

***NAPC Comment: The Parish Council considered and discussed this application and have no objections. However, it was noted that Mere Farm Barn were not on the consultee list and should have been as the application will affect them.***

***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: None

### 14 Burial Board

To consider communication and issues relating to the Burial Ground:

- 14.1 To consider purchase of garden machinery for Groundsman – The Groundsman had reported that the strimmer which is a vital piece of equipment, had broken and was irreparable. Councillors considered and discussed purchasing a new strimmer.

***RESOLVED: The Parish Council resolved to approve to purchase a new strimmer for use by the Groundsman.***

***Proposed: Cllr. J.Shufflebottom***

***Seconded: Cllr. S.Joseph***

### 15 Parish Hall

- 15.1 To receive reports from members of the Parish Hall Joint Management Committee (JMC): The next meeting of the JMC is on Monday 15<sup>th</sup> October 2018.

- 15.2 To consider any other matters relating to the Parish Hall: The report from the bat survey should be available at the next meeting in November.

### 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).

Nether Alderley Parish Council, Meeting Monday 8<sup>th</sup> October 2018

**17 Next Parish Council meeting:**

The next Parish Council meeting is on Monday 12<sup>th</sup> November 2018

**Minutes taken by: the Clerk**

**Signed..... Date.....**

**APPENDIX A**

**Nether Alderley Parish Council Meeting  
Monday 8<sup>th</sup> October 2018 at 7.00 p.m.  
Nether Alderley Parish Hall**

**Schedule of Receipts and Payments**

**A1. Receipt of Income**

04.09.18	BACS	<b>£10,500.00</b>	Cheshire East Council	50% Precept
28.09.18	BACS	<b>£91.48</b>	Utility Warehouse	Refund

**A2. Invoices for payment**

1385	Mrs. B.Thorpe	<b>£753.09</b>	<i>Salary and expenses, October 2018</i>	<b>H</b>
1386	HMRC	<b>£13.66</b>	Tax and NI, October 2018	<b>H</b>
1387	Henshaws Envirocare Ltd.	<b>£42.58</b> (£35.48 plus £7.10 VAT)	<i>2 x waste collections –September 2018</i>	<b>E,F,G</b>
1388	PKF Littlejohn LLP	<b>£240.00</b> (£200 plus £40.00 VAT)	External Audit fee 2017/18	<b>I</b>
1389	Chelford Farm Supplies Ltd.	<b>£567.00</b> (£472.50 plus £94.50 VAT)	Replacement strimmer	<b>A</b>
1390	Byers Electrical Installations	<b>£500.00</b>		<b>K</b>

**A3. Direct Debits/Standing Orders for approval**

Cheshire Pension Fund	<b>£170.00</b>	June 2018 pension contribution Debited on or after 15 <sup>th</sup> September 2018	<b>H</b>
Utility Warehouse	<b>£0.00</b>	Parish Hall Electricity for August 2018 debited on or after 28 <sup>th</sup> September 2018	<b>E,F,G</b>

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

Additional Hours, Travel and Administration/Stationery Costs:	<b>£304.96</b>	<b>H</b>
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**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 £7.57 per elector in 2017/18. Expenditure must be commensurate with the benefit N

**Websites** Local Government Act 1972 s142 P