

## NETHER ALDERLEY PARISH COUNCIL

### Minutes of the Parish Council Meeting held on Monday 9<sup>th</sup> January 2017 at 7.00 pm at Nether Alderley Parish Hall

**In the Chair:** Cllr. J Shufflebottom

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

**2. To receive Declarations of Interests – No declarations were made.**

**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 6<sup>th</sup> December 2016 are a true and accurate record.***

*Proposed: Cllr. J.Shufflebottom*

*Seconded: Cllr. D.Colgan*

**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 Vice Chair position for Nether Alderley Parish Council re: May 2017**

Cllr. McKeown will step down as Vice Chair in May 2017 with no replacement at this time.

Cllr. Shufflebottom suggested it is going to be a very busy year with the renovation of the hall and the Neighbourhood Plan and has kindly agreed to continue in the role of Chair for a further year until May 2018. Cllr. Walker thanked Cllr. Shufflebottom for the wonderful work she has done for the Parish.

### **8.2 Update - Parish Hall Renovation**

Cllr. Shufflebottom reported the Parish Hall Renovation Working Group is very enthusiastic and is positive in moving the project forward. Cllr. Walker provisionally chaired the working group, however a new Chairman, Mr. Martyn Bale, has been appointed as Cllr. Walker will be stepping down from her role as Parish Councillor in May 2017 but still intends to contribute to the working group.

Several surveys will be required before viable options can be costed and considered, including a detailed measurement survey at a significant cost. Primarily, the Parish Council has a duty of care to repair and maintain the hall. Initially the Parish Council and St. Mary's Church may have to contribute some money to have the surveys completed. However, Cllr. Shufflebottom will contact Judith Cosgrove at Cheshire East Council to establish if some s106 funding can be made available towards professional fees.

Once the reports are available, tangible options will be presented to the community for their consideration.

***RESOLVED: The Parish Council approved to cover some preliminary professional fees for the hall renovation i.e. surveys etc. and that these monies should come partly from the Precept and partly from reserves.***

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

***Seconded: Cllr. S.Lewis***

### **8.3 Highways – Speed management on Congleton Road re: Proposed markings**

The Parish Council had received the proposed markings from the Highways for their consideration and had been asked by the Highways Dept. if they would write to the residents of the eight houses affected and the Headmaster of Nether Alderley Primary School to seek their opinions.

***RESOLVED: The Parish Council resolved to send a letter to the residents of the eight houses affected and the Headmaster of Nether Alderley Parish Council and seek their opinions.***

***Proposed: Cllr. J.Wilkinson***

***Seconded: Cllr. D.Colgan***

### **8.4 Update – Decommissioning of BT telephone boxes re: Monks Heath, Chelford Road, Nether Alderley**

A letter had been hand delivered to the local residents at Monks Heath to establish if they wanted the Parish Council to adopt the BT red telephone box before it was decommissioned. One reply had been received indicating they did want the telephone box kept as they considered it a heritage icon although it was in need of some maintenance.

***RESOLVED: The Parish Council agreed to send a reply to the resident concerned, indicating they would facilitate the purchase of the BT telephone box at Monks Heath providing the local community maintained it (paint will be provided by the Parish Council).***

***Proposed: Cllr. J.Wilkinson***

***Seconded: Cllr. Y.Bentley***

### **8.5 Neighbourhood Plan (in conjunction with Great Warford Parish Council)**

Nether Alderley is a small rural parish and as such have decided to join forces with Great Warford Parish to develop a Neighbourhood Plan for the future. Both Parish Councils have agreed to invite residents to a public meeting in Nether Alderley Parish hall on Wednesday 18<sup>th</sup> January at 7.00 p.m. Members of the Cheshire East Neighbourhood Plan team, along with Ward Councillors will discuss the process of producing a plan should residents want to proceed. The Chairman of Brereton Parish Council will also attend the meeting as they have recently completed a Neighbourhood Plan and are very similar to Nether Alderley i.e. Parish Hall, Church, rural location etc.

The meeting will be advertised on the parish website, emailed to residents and a letter will be hand delivered to all residents in Nether Alderley and Great Warford.

## 9. New Matters

### 9.1 Clerks salary and review

**RESOLVED:** *To exclude the public and press in the public interest for discussion of personal information as detailed in 09.01.17 Appendix B.*

## 10. Policies and Procedures

### 10.1 To receive a report on the quarterly inspection of Highways Assets

Cllr. Shufflebottom thanked those Councillors who had completed the remedial work to the highway assets which had been highlighted at the last meeting.

Cllr. Yvonne Bentley volunteered to perform the next quarterly highways inspection which is due in March 2017.

### 10.2 Review of the Asset Register

Came and Company (the Parish Council Insurance Broker) had increased the value of the Parish Council assets by 1% as at 1<sup>st</sup> April 2016 and the Asset Register had been updated to reflect the increase.

**RESOLVED:** *The Parish Council resolved to review and approve the updated Asset Register to reflect the 1% increase which Came and Company had applied in April 2016.*

*Proposed: Cllr. D.Colgan*

*Seconded: Cllr. W.Walker*

**10.3 ChALC Training Course: Self Presentation and Media Skills** - No Councillors were interested in attending this course.

**10.4 ChALC Seminar: The Cheshire and Warrington Local Enterprise Partnership (CWLEP)** - No Councillors were interested in attending the seminar.

## 11. Finance

### 11.1 To consider and approve Receipts

**RESOLVED:** *The Parish Council resolved to approve receipts as listed in Appendix (A1)*

### 11.2 To consider and approve Payments

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

*Proposed: Cllr. S.Lewis*

*Seconded: Cllr. J.Wilkinson*

### 11.3 To approve Direct Debits

**RESOLVED:** *The Parish Council resolved to approve direct debit as listed in Appendix (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. J.Wilkinson*

### 11.5 To consider and approve the bank reconciliation to 30<sup>th</sup> December 2016

The Clerk presented the bank reconciliation to 30<sup>th</sup> December 2016 together with analysis of receipts

and payments to the current account and the bank statement for current and reserve accounts at 30<sup>th</sup> December 2016. The Clerk confirmed Cllr. Lewis's independent analysis of the bank reconciliation in conjunction with assessment of bank statements and the cash book and his confirmation of the accuracy of the figures recorded.

**Proposed: Cllr. J.Shufflebottom**

**Seconded: Cllr. S.Lewis**

**11.6 To consider and approve the comparison of budget headings to receipts and expenditure at 30<sup>th</sup> December 2016**

The Clerk confirmed Cllr. Lewis's independent analysis of receipts/expenditure amounts and accuracy of the figures recorded in comparison with the cash book.

**Proposed: Cllr. J.Shufflebottom**

**Seconded: Cllr. J.Lewis**

**11.7 To consider and approve the Precept for 2017/18**

**RESOLVED: The Parish Council resolved to approve the Precept of £17,000 for 2017/18**

**Proposed: Cllr. J.Shufflebottom**

**Seconded: Cllr. Y.Bentley**

**11.7.1. To consider and approve the Budget for 2017/18**

**RESOLVED: The Parish Council resolved to approve the Budget for 2017/18**

**Proposed: Cllr. J.Shufflebottom**

**Seconded: Cllr. C.Walker**

**12. Correspondence**

**12.1 CVS Payroll services (07.12.16) re: merging its payroll services with Shires Accountants**

Councillors were informed of the proposed merger which had no direct effect on the payroll service to Nether Alderley Parish Council.

**12.2 Cheshire Neighbourhood Planning Newsletter - Edition 4 (12.12.16)**

The newsletter provided Councillors with updated information.

**12.3 Cheshire Pension Fund – Calculation results and contribution rates (15.12.18)**

The Parish Council considered the calculation results and proposed contribution rates for the next three years.

**RESOLVED: The Parish Council resolved to approve the Pension contribution rates for the next three years.**

**Proposed: Cllr. S.Lewis**

**Seconded: Cllr. J.Wilkinson**

**12.4 Cheshire West and Chester Council Member Briefing – Provisional local government finance settlement 2017-18 No. 1089 (15.12.16)**

The above correspondence was not considered relevant to Nether Alderley Parish Council.

**12.5 Pension Communication – Consultation on Funding Statement (16.12.16)**

Councillors agreed this is a very specialised subject and future correspondence should be sent to the Chair and another Councillor who had some experience in pensions.

**12.6 North West Air Ambulance Charity/Parish Councils (28.12.16)**

The Parish Council agreed that it could not support this charity this year due to forthcoming projects.

**13. Planning**

**13.1 To consider and approve responses to new planning applications:** There were no new planning applications.

**13.2 To consider any other planning matters:**

**Application No:** 15/4515M  
**Proposal:** Change of use from dwelling with offices to dwelling with function room and ancillary facilities and overnight accommodation in association with functions including the construction of previously approved extension and glazed links.  
**Location:** WARFORD HALL, WARFORD HALL DRIVE, GREAT WARFORD, SK9 7TP  
**Appeal reference:** APP/RO660/W/163164512

The Parish Council considered the above application for appeal and agreed the following comment should be submitted via written representation to the Secretary of State:

***Although this property lies outside the boundary of Nether Alderley we have given fair consideration to the application due to the close proximity to our boundary and several dwellings in our parish that will be directly affected by the proposals.***

***We maintain our strong objection to the proposed development as set out below:***

***First and foremost, the proposed development is in Greenbelt***

***The proposed development would cause significant noise and light pollution day and night in the wider rural area.***

***The location of the hall is too close to neighbouring properties and therefore not suitable for a business use such as the one proposed.***

***The property is accessed through a narrow shared drive and therefore not suited to the increase in traffic that the development would create. There are many more hours of traffic movement other than those on the event days with staff, deliveries, commercial traffic etc. and a single track shared with other dwellings is inappropriate for this type of use. The fact that the Appellant has deemed it necessary to put an unenforceable Travel Plan in place confirms this.***

***The appellant uses a nearby wedding venue Colshaw Hall as a comparable. We strongly disagree that this is the case. Colshaw Hall is accessed by a long private drive off the main highway. The venue is in the centre of many acres of land and therefore does not have neighbouring residential properties to impact on. There is no noise or light or traffic pollution created from this development.***

***We consider this application to be inappropriate development in the Greenbelt and we would ask that you uphold the decision made by Cheshire East for refusal.***

**14. Burial Board**

There were no issues.

**15. Parish Hall**

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

**15.1.1 JMC Meeting** – The next meeting is on 26<sup>th</sup> January 2017.

**15.2** To consider any other matters relating to the Parish Hall

**15.2.1 JMC – Chairman position for May 2017**

The position of Chairman rotates between the Parish Council and the Church. This year it is the turn of the Parish Council (Cllrs. D.Colgan/S.Shorland)

**15.2.2 Electrical Appliance Testing** – All appliances in the parish hall/kitchen had been tested, including the consumer unit.

**16. Councillor's reports and items for future agenda**

**16.1** Ideas for use of the decommissioned telephone box at the corner of Bradford Road and Congleton Road.

**17. Next Parish Council Meeting**

The Parish Council confirmed that the next Parish Council meeting will be held on:  
**Monday 13<sup>th</sup> February 2017.**

Minutes taken by: the Clerk.

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

**APPENDIX A**

**Nether Alderley Parish Council Meeting  
Monday 9<sup>th</sup> January 2017 at 7.00 pm.  
Nether Alderley Parish Hall.**

**Schedule of Receipts and Payments**

**A1. Receipt of Income**

12.12.16	BACS	Albert R.Slack	£330.00	Burial income
12.12.16	BACS	Bruce Bainbridge	£ 60.00	Burial income

**A2. Invoices for payment**

1266	Henshaws Envirocare Ltd.	<b>£40.66</b>	(£33.88 plus £6.78 VAT) 2 x Waste collections, December 2016 <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>	<b>E,F,G</b>
1267	Fire Queen Ltd.	<b>£53.98</b>	(£44.98 plus £9.00 VAT)	<b>H</b>
1268	Mrs. B.Thorpe	<b>£708.54</b>	Salary and expenses, January 2017 <i>Minute reference 10.08.16 Pt. 6.3</i>	<b>H</b>
1269	Cheshire Pension Fund	<b>£163.73</b>	Pension contributions for January 2017 <i>Minute reference 06.10.16 Pt. 8.7</i>	<b>H</b>
1270	Norman Moore	<b>£810.00</b>	Burial Grounds Maintenance	<b>A</b>

**A3. Direct Debits for approval**

Utility Warehouse	<b>£346.34</b>	Parish Hall Electricity for November 2016 debited on or after 30 <sup>th</sup> December 2016 (£288.62 plus £57.72 VAT)	<b>E,F,G</b>
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*Service approved Minute reference 23.11.06 p256, Service ordered 23.11.06, Service last reviewed for continued use  
Minute reference 10.08.15 8.3 and 8.4*

**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>£170.90</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 £7.36 per elector in 2015/16. Expenditure must be commensurate with the benefit N

**Websites** Local Government Act 1972 s142 P