

## NETHER ALDERLEY PARISH COUNCIL

### Minutes of the Parish Council Meeting held on Monday 9<sup>th</sup> October 2017 at 7.00 p.m. at Nether Alderley Parish Hall

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

**Parish Councillors present:** Y.Bentley and Norman Howick

**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, S.Shorland, C.Walker and 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 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 the minutes of the Nether Alderley Parish Council meeting held on 11<sup>th</sup> September 2017 and the Burial Board meeting on 19<sup>th</sup> September 2017 are a true and accurate record.**

**Proposed: Cllr. J.Shufflebotom**

**Seconded: Cllr. N.Howick**

#### 5. 7.05 p.m. Public presentation

To adjourn for representation from residents of the Nether Alderley Parish – There were no residents present. However, PCSO Gary Fulton and PCSO Emma Durroch formally introduced themselves to the Parish Council. Gary and Emma are the PCSOs responsible for the rural areas in Knutsford including Nether Alderley and can be contacted regarding police advice or any community issues. They suggested residents should report any suspicious people or vehicles in the area by calling 101 (non-emergency police telephone number).

A Police Surgery will be held in the Parish Hall on Saturday 25<sup>th</sup> November 2017 from 11.00 a.m. until 12 noon which will be advertised on the website and in notice boards.

#### 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 Neighbourhood Plan Update** – Cllr. Shufflebottom had met with the Chairman of Great Warford Parish Council and jointly agreed to hold an informal meeting with the small number of residents who had shown an interest in producing a joint Neighbourhood Plan and a representative from Cheshire East Council. Cllr. Howick also suggested inviting an independent consultant who advises Parish Councils on producing Neighbourhood Plans.

## **8.2 Parish Hall Renovation Update**

- The next meeting is on Friday 13<sup>th</sup> October 2017.
- A contact has been identified at Cheshire East Council regarding s106 money and VAT. The Chair and Clerk will arrange a meeting to consider and discuss any implications which may affect funding the renovation.
- Lloyds Evans Pritchard (LEP) have recently conducted a conditions survey. Their initial comment was the structure of the building is not as bad as anticipated however, the Parish Council has yet to receive the official report.

## **9. New Matters**

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

**9.1 Review the Parish Council and Burial Board meeting dates for 2018** – Item deferred to the next meeting in November as not enough Councillors present at the meeting.

## **10 Policies and Procedure**

**10.1 To receive a report on the quarterly inspection of Highways assets:** Cllr. Shufflebottom inspected the highways assets and reported overgrown foliage around the bench at the corner of Sand Lane and Congleton Road. The Clerk will ask the Groundsman to cut back the excess foliage so that the bench can be used.

The next inspection is due 31<sup>st</sup> December 2017 – Cllr. Y.Bentley will carry out the inspection and report back to the Parish Council in January 2018.

**10.2 Course: CVS Cheshire East – Introduction to Grant Application (18th October 2017)** – Councillors were asked to contact the Clerk should they wish to attend this course.

**10.3 Course: ChALC – Local Council Finance and Introduction to VAT (6th November 2017)** – Cllr. Shufflebottom and the Clerk will be attending this course.

**10.4 Review NAPC Risk Assessment** – A working group will meet on Monday 16<sup>th</sup> October to review the NAPC Risk Assessment and report back to the Parish Council at the next meeting in November.

**10.5 Review NAPC Risk Assessment and Schedule of Reviews and Actions** – A working group of three Councillors and the Clerk will meet on Monday 16<sup>th</sup> October to review the NAPC Risk Assessment and Schedule of Reviews and Actions and report back to the Parish Council at the next meeting in November.

## **11 Finance**

### **11.1 Receipts**

**The Parish Council noted receipts as listed in Appendix A1**

### **11.2 To consider and approve Payments**

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

***Proposed: Cllr. Y.Bentley***

***Seconded: Cllr. N.Howick***

### **11.3 To approve Direct Debits/Standing Order**

***RESOLVED: The Parish Council resolved to approve direct debit/standing order as listed in Appendix A3***

**Proposed: Cllr. J.Shufflebottom**

**Seconded: Cllr. Y.Bentley**

**11.4 To consider and approve administration/expense 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. Shufflebottom**

**Seconded: Cllr. Y.Bentley**

**11.5 To consider and approve the bank reconciliation to 30<sup>th</sup> September 2017**

The Clerk presented the bank reconciliation to 30th September 2017 together with analysis of receipts and payments to the current account and the bank statement for current and reserve accounts at 30th September 2017. The Clerk confirmed Cllr. Wilkinson'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.

**RESOLVED: The Parish Council considered and resolved to approve the bank reconciliation to 30th September 2017**

**Proposed: Cllr. J.Shufflebottom**

**Seconded: Cllr. N.Howick**

**11.6 To consider and approve the comparison of budget headings to receipts and expenditure at 30<sup>th</sup> September 2017**

The Clerk confirmed Cllr. Wilkinson'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 2017.**

**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 CEC Spatial Planning Update (August 2017) – Noted.** Cllr. Walton highlighted the importance of this update in relation to the Local Plan.
- 12.2 CEC Consultation on the Community Infrastructure Levy Draft Charging Schedule: Public Consultation 25.09.17 – 06.11.17 – Noted**
- 12.3 CEC Proposed Public Spaces Protection Order (PSPO): Dog fouling and dog control – A consistent approach across Cheshire East – Noted**

**13 Planning**

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

**Application No:** 17/4551M  
**Proposal:** Alterations and extensions to an existing dwelling and a garden wall. (Alterations and extensions to dwelling previously approved under planning consent 16/3248M)  
**Location:** Beechtree Lodge, Hocker Lane, OVER ALDERLEY, SK10 4SE  
**National Grid Ref:** 385116 376176

**Parish Council response: No comment**

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**Application No:** 17/4552M  
Proposal: Listed Building Consent for alterations and extensions to an existing dwelling and a garden wall. (Listed Building Consent for alterations and extensions to dwelling previously approved under consent 16/3249M)  
Location: Beechtree Lodge, Hocker Lane, OVER ALDERLEY, SK10 4SE  
National Grid Ref: 385116 376176

**Parish Council response: No comment**

**Application No:** 17/4739M  
Proposal: Removal of one gable to front, new porch, new glazed gable and new windows, rendering to existing elevations, new stone plinth and alterations to existing house  
Location: Hartford, Welsh Row, Nether Alderley, Macclesfield, Cheshire, SK10 4TY  
National Grid Ref: 383643 376673

**Parish Council response: No comment**

**Application No:** 17/4778M  
Proposal: Erection of a barn - renewal of application 12/3019M  
Location: HEAWOOD HALL COTTAGE, HEAWOOD HALL, CONGLETON ROAD, NETHER ALDERLEY, CHESHIRE, SK10 4TN  
National Grid Ref: 383793 375638

**NAPC Comment: We note the previous application (12/3019M) was approved by Cheshire East Council. However, the Parish Council's comment and objections remain the same:**

*Application 12/3019M Construction of Replacement Barn, The Cottage, Heawood Hall, Congleton Road, Nether Alderley, Macclesfield, Cheshire, SK10 4TN.*

*Thank you for sending a copy of this planning application to Nether Alderley Parish Council.*

*The Parish Council objects to the proposed development.*

*The Parish Council perceives that a new building at this location will have a detrimental effect upon the openness of the Green Belt.*

*The Parish Council queries the existence of an original barn at this site. There is some recollection of a small shed at the site.*

*The Parish Council queries the requirement for a barn at the edge of an empty field at this site.*

**Application No:** 17/4783M  
Proposal: New Porch; demolition of existing garage; new section of pitched roof to rear elevation with rooflight; new flat roof and rooflight/windows/doors to existing single storey rear extension; demolition of existing inglenook to rear lounge area; new doors, windows and chimney stack to rear lounge; new window to first floor front elevation  
Location: HEAWOOD HALL COTTAGE, HEAWOOD HALL, CONGLETON ROAD, NETHER ALDERLEY, CHESHIRE, SK10 4TN  
National Grid Ref: 383754.67 375667.6

**NAPC Comment: The Parish Council has no objections to this application.**

**13.2 To consider any other Planning matters including decisions to Planning Applications: None**

Informal Hearing at 10.00 a.m. on Wednesday 6th September 2017

**Application No:** 16/1353M  
Proposal: Delivery of water-sports and outdoor activity centre on the North and South Lakes of

the former Mere Farm Quarry, including new vehicular access, car parking and multi-use building.

Location: Former Mere Farm Quarry, Chelford Road/Alderley Road, Nether Alderley

**DECISION: Not approved**

**14 Burial Board**

To consider communication and issues relating to the Burial Ground:

**14.1 Grant an Exclusive Right of Burial (No. 234)** - The deed was signed by Councillors who are on the Burial Board and the Clerk.

**14.2 To consider and approve a memorial headstone in the New Burial Ground with inscription (Appendix B - 09.10.17)**

**14.3 Approval of the Annual Burial Ground Inspection Report and Minutes (September 2017)** – The Council considered and discussed the Annual Burial Ground Inspection Report. One of the headstones in the new burial ground has become unsecured and there has been no response from the family. The Burial Board recommend that the Clerk obtain an estimate to secure the headstone to the base/plinth in the interest of health and safety.

***RESOLVED: The Parish Council resolved to approve the Annual Burial Ground Inspection Report and its recommendation.***

**Proposed: Cllr. J.Shufflebottom**

**Seconded: Cllr. Y.Bentley**

**15 Parish Hall**

**15.1 To receive reports from members of the Parish Hall Joint Management Committee** – There were no members of the JMC present at the meeting.

**15.2 To consider any other matters relating to the Parish Hall** – The Clerk was asked to contact the Secretary of the JMC regarding an electrical survey which should be completed every five years.

**16 Councillor's reports and items for future agenda:** None

**17 Next Parish Council meeting:**

To confirm the next Parish Council Meeting on Monday 13<sup>th</sup> November 2017

Minutes taken by: the Clerk.

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

**APPENDIX A**

**Nether Alderley Parish Council Meeting  
Monday 9<sup>th</sup> October 2017 at 7.00 p.m.  
Nether Alderley Parish Hall**

**Schedule of Receipts and Payments**

**A1. Receipt of Income**

14.09.17	Chq 100518	<b>£600.00</b>	Burial Plot (P) No.: 233
29.09.17	Utility Warehouse BACS	<b>£29.42</b>	Refund Parish Hall Electricity for August 2017 (£28.30 plus £1.12 VAT)

**A2. Invoices for payment**

1315	Henshaws Envirocare Ltd.	<b>£20.81</b> (£17.34 plus £3.47 VAT) <i>1 x Waste collection, September 2017</i>	<b>E,F,G</b>
1316	Mrs. B.Thorpe	<b>£595.60</b> Salary and expenses, October 2017	<b>H</b>
1317	HMRC	<b>£48.20</b> Tax/NI October 2017	<b>H</b>
1318	SPS	<b>£30.00</b> Payroll 2 <sup>nd</sup> quarter 2017/18	<b>H</b>
1319	Cheshire Community Action	<b>£20.00</b> Annual subscription 2017/18	<b>H</b>

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

Cheshire Pension Fund	<b>£170.00</b>	September pension contribution (£21.84 overpaid) Debited on or after 15 <sup>th</sup> September 2017	<b>H</b>
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**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>£281.90</b>	<b>H</b>
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**Signed.....**  
**Chairman of Meeting**

**Signed.....**  
**Clerk and Responsible Financial Officer**

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**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