

Nether Alderley Parish Council

Minutes of the Parish Council Meeting held on Tuesday 14th October 2025 at 6.30pm at The Village Hall Church Lane Nether Alderley

In the Chair Cllr. Lesley Gleave .

Parish Councillors present: Cllrs: Sue Clarke, Geoff Linnel (via Zoom), Mandy Kirk, Angela Farrell, Sue Joseph, Rachel Horsefield and Melanie Connor.

Also present: David Naylor Parish Council Clerk.

Members of the Public: David Fairbotham Village Hall Caretaker.

1. **Apologies for absence;** Cheshire East Chelford Ward Councillor (which includes Nether Alderley) Cllr. Anthony Harrison.

2. **To receive Declarations of Interests**

- To declare disclosable pecuniary interests (Councillors with disclosable pecuniary interest(s) must leave the room for the relevant items). There were none.
- To declare interests conflicting with the Nolan principles/non-pecuniary interests. There were none.
- To allow Councillors to consider amendments required to their Declaration of Pecuniary Interest forms. There were none except for Cllrs. Horsefield and Clarke who would be submitting forms which the Clerk had supplied.

3. **To consider and approve Applications for Dispensations.** There were none.

4. **To resolve to approve the Minutes of the Nether Alderley Parish Council Meeting held on 9th September 2025.**

It was **RESOLVED** to approve the Minutes subject to the addition of: 2 free events per term for the School (Minute 15) and Cllr. Horsefield's Google Analytics information sent ahead of the meeting (Minute 16). A copy of the updated minutes has been circulated to all members and added to the Website.

5. **Public Presentation**

To adjourn the meeting to receive representation from members of the Nether Alderley Parish.

The Village Hall Caretaker was present and he advised the Council that he intended to stand down from his role because it had become too busy.

He was thanked for his long service and his considerate means of exit from his role. He would be available until his replacement had been found and would continue to assist if the role was in some way split. This would be born in mind by the Council in sourcing a replacement.

6. **The Meeting was then resumed**

7. **Filling the Vacancy for the Parish Clerk.** Interviews were held on the 16th September. The interview panel recommended the appointment of Gill Ayres. Gill will commence work on the on Monday 20th October. The Clerk is on holiday the 20th, 21st and 22nd October and will meet her at the Village Hall 1.30pm on the 23rd to start the process of bringing her up to speed on NAPC issues and systems. In the meantime he will send her the October Agenda and papers, October Minutes, Standing Orders and Financial Regulation and her Job Contract and her employee information sheet to complete. The Clerk will work with her until the November Council and the end of November and will remain available to assist her with any issues in the future.

8. Neighbourhood Plan Progress

This is currently in the Section 12 consultation period organised by Cheshire East Council until 20th October. Following this, any amendments will be considered before the Plan, Design Codes and Guidance, Basic Conditions and Consultation Statements are sent to the independent inspector. The latter step will be the forerunner of the Local Referendum. The Clerk had approved the appointed inspector because of his work with Over Alderley and many other Parish Councils. The fact that Cheshire East is ready to send the documents to the inspector following the 20th is very positive in that they have no issues or concerns with them.

9. **Net Budget Provision 01/04/25 to 31/10/25 and Bank Reconciliation** **Enclosure 1 in the Agenda Documents Pack.** This was an accurate budget position statement up to the end of October because all payments and receipts had have been approved up to that date at this Council meeting. The report continued to show a very health budget situation which would allow the Council to fulfill its program of capital works and also keep within its revenue spending budget and achieve a surplus to populate next year's ear marked and general reserves.
In terms of Village Hall Hire income the Clerk showed the booking diary which was growing all the time. This was positive in achieving the budgeted income of £10,000. The new booking system would also be able to provide a good end of year forecast.

10. **Approval of the VAT Claim for the month of August** **Enclosure 2 in the Agenda Documents Pack.** It was **RESOLVED** to approve claim of £331.55

Proposed: Cllr. Farrel **Seconded** Cllr. Joseph

11. Finance Schedule (Appendix A)

- 11.1 **To note receipt of income, as listed in schedule (A1)**

Proposed: Cllr. Farrel **Seconded** Cllr. Joseph

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

Proposed: Cllr. Joseph **Seconded** Cllr. Connor

- 11.3 **To approve direct debit/standing order as listed in schedule (A3)**

Proposed: Cllr. Gleave **Seconded** Cllr. Farrell

- 11.4 **To consider and approve the Clerk's expenses as listed in schedule (A4)**

Proposed: Cllr. Gleave **Seconded** Cllr. Farrell

12. Annual Governance and Accountability Review (AGAR) 2024/2025

The external auditor had reported a clean audit and the Exercise of Public Rights from 30th September was displayed on our three notice boards and the website. **Enclosure 3 the Agenda Documents Pack** provides this evidence which will be required for the Internal Audit submission in April/May next year. This clean audit was a vindication in the way the Council had handled the very complex renovation of the Village Hall and the other work of the Council in 2024/25 not only in terms of the financial element but also in terms of its governance and accountability. The Cost of the audit shown in Appendix A is representative of the extra work of the auditors in analysing all this.

13. Broadband at the Village Hall.

The full-fibre BT Business Broadband and the Cloud Voice phone system at the Village Hall are both working well. The Clerk reported that he was acquiring a basic smart phone for the Caretaker. He had also researched the prospect of having a pop up display for guest users of the broadband regarding its acceptable use which was possible on the router by means of a so-called splash page which we could set. BT Business offers content filters, and [DrayTek](#) provides web content filtering to restrict guest users from accessing certain sites.

14. Cllr. Gleave raised the issue of acquiring a tablet computer. She thought the Hall's lights were capable of dimming by App. This would be useful for certain events, She would check that. She was given approval to work with the Clerk to acquire a tablet if the lights were capable of dimming.

15. Planning Applications Click on the links in **Blue** to Access the Application Docs

Application No:	<u>25/3701/HOUS</u>
Proposal	Ground and first floor side extension with internal reconfiguration to provide an additional ensuite bedroom and open-plan kitchen, dining and family area as well as a break-out games room located within the existing garage.
Location	Gardeners Cottage, 4 Pavilion Drive, Nether Alderley, Macclesfield, Cheshire East, SK10 4YU
Response Deadline	05-11-2025
NAPC Response	The Council has reservations about the size of the development and lack of permitted development rights.
Application No:	<u>25/3589/PIP</u>
Proposal:	Permission in principal for the erection of 2no. dwelling houses with associated external works, car parking and landscaping.
Location:	Land Adjacent To Cross Cottage, Chelford Road, Nether Alderley, Macclesfield, SK10 4SY
Response Deadline	15-10-2025
NAPC Response	The Council objects to this application due to its proximity to the Monks Heath Junction and its very poor access, the size of the site for 2 dwellings.
Application No:	<u>25/3534/HOUS</u>
Proposal:	Provision of a car port for two vehicles to replace a former detached garage.
Location:	Langdale Congleton Road, Alderley Edge, Cheshire East, SK9 7AD
Response Deadline	22-10-2025
NAPC Response	No objection from the Parish Council
Application No:	<u>25/3513/CLPUD</u>
Proposal:	Certificate of Lawful Use / Development - Proposed
Location:	Wyche Farm Soss Moss, Nether Alderley, Macclesfield, Cheshire East, SK10 4TU
Response Deadline	07-10-2025
NAPC Response	No objection from the Parish Council
Application No:	<u>25/3423/FUL</u>
Proposal:	Construction of two detached dwellings with new access (renewal of <u>20/1390M</u> & <u>23/1864M</u>).
Location:	Holme Acre Congleton Road, Alderley Edge, Cheshire East, SK9 7AL
Response Deadline	14-10-2025

Cllr. Joseph raised the issue of the new wall at Eagle Lodge Congleton Road which was well done but abuts the listed gate pillars and does not match. Cllr. Gleave will write to planners asking for their observations.

16. To consider any other Planning matters including decisions on Planning Applications:

25/2289/FUL - Refused

Proposal: Storage Building

Location: Field Southwest Of Bollington Lane, Nether Alderley, Cheshire East,

Decision Date: 25th September 2025

25/3419/PRIOR-6 – Prior Approval Not Required

Proposal: Prior Approval: Agricultural and Forestry Development

Prior approval for new agricultural road.

Location: Land South Of Artists Lane, Nether Alderley, Cheshire East, SK10 4UA

Decision Date: 30th September 2025

17. The Scribe Hall Booking System Diary

The Clerk provided an update on progress and a potential go live date. All customer codes with their discounts, venues and fees are now in the system and have been approved by Scribe following a request by the Clerk for them to log and confirm.

The system is very automated with a customer booking form which will populate the booking system and when approved will update Scribe Accounts and generate an invoice by email.

Scribe uses "Stripe Payments" which is fully integrated into their system and when payments have been made the booking system and scribe accounts will be updated as paid making bank reconciliation more easy. Stripe is very similar to Sum up and other payments systems in incurring a transaction fee 1.5% + 20p for standard UK cards and requires an account to be set up in Stripe. Payments would be made into this account and funds would be transferred to the Parish Council account within 7-10 days There is no upfront fee only the transaction fee.

The Clerk would ensure that the system was live on 1st November. He would ask scribe if they would transfer the Outlook Diary to the new booking system. However the Clerk was concerned how little information there was in the Outlook Diary to populate the booking calendar when the Scribe calendar is normally populated from a booking form. Anyway he will check what they can offer. The Clerk will also secure a phone for the caretaker asap.

- 18. Remembrance Sunday** the Clerk had acquired as requested large poppies and three wreaths. He would provide a laminated weatherproof centre for the wreaths with the Council's name on them. It was understood that Cheshire East Councillor Anthony Harrison would attach the large poppies to the lamp posts in the village.

- 19. Village Hall Marketing Group and Christmas.** With regard to the Christmas Fair at the Village Hall all stalls had been booked. The Christmas Newsletter would be published at the start of November to advertise the Fair but perhaps it needed a leaflet drop as well. Cllr Rachel was securing raffle prizes and the Church would organise a tombola. Volunteers were also needed to help.

With regard to the Christmas Tree, the National Trust had agreed to accommodate a Christmas tree outside the Mill on the grass and would supply electricity to it. The Clerk advised that the tree would need a "pit" for it to be housed in similar to a drainage inspection chamber which the tree supplier would use to fix the tree with wooden chocs. He would find out the dimensions from Bollington Town Council where three trees had been position at Christmas. He was sure Mr. Beeby would be able to construct one. The electric supply needed to be planned as well. He would also find out who to contact at Cheshire East for ordering a tree.

- 20. Advert for the Lengthsperson.** Cllr. Angela had spoken to the contractor who has shown an interest. The problem was the amount of material to dispose of in cleaning the pavements of leaves and overgrown grass and the positioning of Skips. She was waiting a response from him. It was looking likely that the budget would not be sufficient for anything other than limited projects.

- 21. Demonstration of the Aubergine Website** – The system had been demonstrated to members on Friday 10th October at 2.00 pm at the Village Hall and via Teams. It was agreed that the system was very good. Other options and costs investigated were Parish Online, and Vision ICT.

A Best Website Assessment by Scribe rated these three providers and chose Aubergine as the best option. [Here is a link to this assessment.](#) Aubergine have a user base of over 600 Councils and would also register a .gov.uk url for the site and would setup .gov.uk email addresses for our councillors and provide secure hosting. Aubergine would also embed the Council's Scribe booking system in the new site. The Council has a significant investment in Scribe in terms of Scribe Accounts and Scribe Event Booking System.

In terms of cost, Aubergine's up-front costs would be £499, Parish on Line £300 - £800 and Vision ICT would be up to £2000. Aubergine would commit to a 7 weeks delivery window subject to Council staff being able to identify what needed to be transferred from the existing site.

The eventual cost would depend on what we ended up keeping from the existing website but that was being investigated by the Council at the moment and action was taking place to ensure that any information being transferred was relevant and up to date. Cllrs. Gleave and Linnell would be helping in this process.

On balance members felt that Aubergine offered the best Website solution for Council.

This was a technical contravention of the Council's Financial Regulations in not striving to secure three written quotes, however there would be no risk to this because the Council had made assessments of two other systems and Aubergine had a good reputation and a well-used quality product. This was discussed with members and it was resolved to suspend financial regulations to achieve this purchase see below:

It was **RESOLVED** to suspend Financial Regulation under: *18.2. The council may, by resolution of the council duly notified prior to the relevant meeting of council, suspend any part of these Financial Regulations provided that reasons for the suspension are recorded and that an assessment of the risks arising has been drawn up and presented in advance to all members of council make this possible.*

Proposed: Cllr. Gleave **Seconded** Cllr. Farrell

It was **RESOLVED** to purchase the Aubergine Website

Proposed: Cllr. Gleave **Seconded** Cllr. Farrell

- 22. Office 365 and . SharePoint.** Following approval at the last meeting this will be progressed by the Clerk following the new website procurement.
- 23. New Notice Boards.** This was being progressed by the Clerk in consultation with the PCC (only in relation to the Parish Hall notice board). He will provide options and costs for members and the PCC. He was also requested to provide a notice board in the Village Hall Foyer. Cllr. Rachel raised the issue of the Alderley Park Noticeboard. She would be able to update it with local issues because there was plenty of space. Cllr. Gleave said she was also willing to do that. The Statutory publications on all notice boards were: the Council summons on the Thursday preceding the Tuesday Council meeting and the Internal (June) and External Audit (September) audit reports. Both could be delegated to members but the Audit reports needed date-stamped photographic evidence. The Clerk will provide duplicate keys for all existing and new notice boards.
- 24. New Boundary Signs.** Now that BankLine is up and running the Clerk will order the three signs via an on line payment.
- 25. Review of where we are with Social Media Management** - Cllr. Rachel reported that we had over 550 followers on social media. Social media had generated significant bookings for the Village Hall and many of them from customers wanting to use the Hall on a regular long term basis. Some relocating to the Hall from other facilities. One issue flagged was people coming down the Lane on a dark winter night to open the Hall on a trusted user basis. However, The Hall's exterior lights are automatic and come on at dusk.

26. 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).

- **Use of the Church Car Park.** The expected continued use of this car park by Hall users was still uncertain following the recent PCC meeting. Without the use of this car park the hirers of the Hall have little other options but to park in the small area in front of the Hall and on Church Lane. A meeting with the PCC will need to take place.
- **The purchase of a Defib Machine.** For Alderley Park potentially the Churchill Tree, however there was one at the Water Garden. Exact location to be investigated.

27.To confirm the next Council meeting is s

Tuesday 11th November 2025
6.30pm at Nether Alderley Village Hall

APPENDIX A

Nether Alderley Parish Council Meeting Tuesday 14th October 2025 Schedule of Receipts and Payments

A1. Receipt of Income - Month of September for October

Bank Interest

Current Account Interest Nil

Unity Trust Bank at the end of September (interest Paid Quarterly) £128.15

Reserve Account. end of September £0.48

Vat Claim Reclaim for August £331.55

A2. Invoices for payment Now all on line by NatWest BankLine

On-line Payments	Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
						
Oct. Clerks Salary & Expenses	D. Naylor Parish Clerk	£1,067.19	£1,017.45	Salary and Expenses see A4 below for a detailed breakdown	£49.74	H
Oct. Clerk Refund of payment to Hall Cleaner	D. Naylor	£75.00	£75.00	Test of on line payment to Clerk having paid cleaner.	£0.00	H
Oct. HMRC	HMRC	£512.23	£512.23	Clerk's Tax £418.00 & NI £94.23	£0.00	H
Oct. V. Hall Caretaker.	David Fairbotham	£228.000	£228.00	Village Hall Caretaking 1 st Oct Invoice	£0.00	H
Oct. Audit Fees	PKF Littlejohn LLP	£2,016. 00	£1,680.00	External Audit Fees	£336.00	H
Oct. Autumn Newsletter	Print IT (Northwest) Ltd.	£373.54	£373.54	Set up and Print Autumn Newsletter	£0.00	H
Oct. Payroll	Shires Accountants	£145.80	£121.50	Oct 25 – April 26 Fees	£24.30	H

Oct. Village Hall Hire Refund	J Taylor	£36.00	£36.00	Village Hall overpayment by Hirer of £36.00	£0.00	H
Oct. TV Licence	Tvlicensing.co.uk	£174.50	£174.50	TV Licence for Village Hall (Exempt from VAT)	£0.00	H
Bank Transfer	From Current Account to Unity Trust Bank to keep within the £85.000 Financial Services Protection Guarantee Limit Total in NatWest Current and Reserve Accounts and £111,096.01 and £519.95 respectively = £111,615.96. £27,000 to transfer.					

A3. Direct Debits/Standing Orders for approval

Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
BT	£65.94	£54.95	September Broadband and Cloud Voice	£10.99	H
BT	£65.94	£54.95	Octoberr Broadband and Cloud Voice	£10.99	H
Scribe Accounts	£27.60	£23.00	Scribe Accounts Monthly	£4.60	H
Gas Invoice Crown Gas & Power	£197.48	£188.08	Sept (Oct bill)	£9.40@ 5%	H
Gas Invoice Crown Gas & Power	£97.17	£92.54	August (Sept bill)	£4.63@ 5%	H
Gas Invoice Crown Gas & Power	£98.87	£94.16	July (August I)	£4.17@ 5%	H
Electricity Invoice	No October bill yet for September				
Electricity Invoice Crown Gas & Power	£72.81	£69.34	August (Sept bill)	£3.47@ 5%	H
Electricity Invoice Crown Gas & Power	£77.25	£73.57	July (August bill)	£3.68@ 5%	H
NatWest Bank Line	£20.00	£20.00	Bank Charges	£0.00	H

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

Travel 148 Miles @ 45 pence per mile = **£66.60**
Phone Sim monthly £13.19 plus £2.64 VAT = **£15.83**
Cleaning Maid Easy 12th September Payment = **£75.00** (No VsAT)
1TB External Storage Drive £62.49 plus 12.50 VAT = **£74.99**
Poppy Factory Wreaths £151.33 plus £30.27 VAT = **£181.60**
Cartridge Discount £15.39 plus £3.08 VAT = **£18.47**
Printing Paper £6.25 plus 1.25 VAT = **£7.50**

Total Expenses £390.25 + £49.74 = £439.99
Plus, Salary - Contracted 65 hours @ 16.08 per hour = £1,045.20 (Gross)
Total Gross including expenses = £1,435.45 plus £49.74 VAT = £1,485.19
Less £418.00 Tax = £1017.45 plus £49.74 = **£1,067.19**

Signed.....
Chairman of Meeting


Signed.....
Clerk and Responsible Financial Officer

Parish Council Powers for Expenditure and Activity

Note that the Parish Council has adopted the Power of Competence

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

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

Q

Local Government and Rating Act 1997 s31, Crime and Disorder Act 2000

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

F

Local Government (Miscellaneous Provisions) Act 1976 s.19

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 £8.12 per elector in 2019/20. Expenditure must be commensurate with the benefit

Websites Local Government Act 1972 s142

P

Life-saving appliances – Power to provide life-saving appliances (e.g. life belts, defibrillators)
[Public Health Act 1936, s234]

S