

AUDLEM PARISH COUNCIL
MINUTES OF MEETING
MONDAY 8TH JANUARY 2018 AT 7.30PM
METHODIST MEETING ROOMS, SHROPSHIRE STREET, AUDLEM

PRESENT:

Cllr Seddon (Vice Chair), Cllr Siddorns, Cllr Consterdine, Cllr Higham, Cllr Christie, Cllr Down, Cllr Warren, Cllr Lawton

In attendance: Sandie McBennett (Clerk)

PUBLIC FORUM

No members of the public were present.

17.105 APOLOGIES

Resolved: That apologies received from Cllr Jones, Cllr Latham, Cllr Lawton and Cllr Bailey be accepted.

17.106 DECLARATION OF INTERESTS

Resolved: that declarations of interest in item 110.9 Grant Applications be noted from Cllr Christie and Cllr Higham.

17.107 CONFIRMATION OF MINUTES

Councillor Warren proposed the minutes and Councillor Higham seconded.

Resolved: That the minutes of the meeting held on 4th December 2017 be confirmed as a true and correct record and signed by the Vice Chairman.

17.108 MATTERS ARISING

- a) Defibrillators. The Defibrillator had been received. A cabinet to house it on the Public Convenience wall had been ordered. Both would be fitted shortly.
- b) Noticeboards. No report to date.
- c) Royal Mail. A response had been received confirming the new collection times at Windmill Drive. Cllrs would monitor the collections. The Clerk had also written to request the post box be moved closer to the new post office.

17.109 HOUSING (Planning/Heritage & Conservation)

109.1 Local Plan & ANP – Site Allocations

Site allocations were still outstanding; notification from CE Planning was expected to discuss the sites.

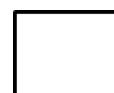
109.2 Responses to correspondence: -

- a) Richard Taylor 17/0339N and S106. A response had been received from David Malcom with apologies for the delay. The omission had been noted; the southern Planning Committee would look at the application again and recommend that the Sec 106 request from South Cheshire CCG be added should the appeal be approved. Cllr Seddon and Cllr Christie would attend the Southern Planning Committee on 10th January to make the Parish Council and Audlem Medical Practice statements.
- b) Sean Hannaby re 17/0339N –Dealt with above.
- c) Cllr R Bailey re 17/0339N – no response had been received.

109.3 McCarthy & Stone Appeal 17/0339N & Southern Planning Committee agenda item 10 January.
Dealt with above.

109.4 Statement to Southern Planning Committee 10 Jan 2018 re 17/0339N – Dealt with above.

109.5 Heathfield Road Issues/height of new dwellings complaint/road cleansing and parking complaints by residents. The PC had received complaints from residents regarding parking and construction mud left on the road, also damage to grass verges. A letter of complaint had been sent to CE Planning enforcement. CE had responded stating they had no authority to restrict contractor parking on roads; the complaint should be referred to Cheshire Constabulary. The problem had been reported to Beat Officers. It was



noted, one of the items where the plan had been approved stated there would be no parking of contractors' vehicles on the road, they would be on site.

Action: the Clerk to raise the matter with CE Highways noting the health and safety issues, the lorries parking and unloading at the junction blocking the junction and the re-instatement of the grass verges.

109.6 Complaint regarding lost Hedgerow 17/5381D & issue of not providing the ghost lane until completion of the 50th dwelling. A letter of objection sent on 2nd January 2018.

109.7 Planning Applications

To consider the following: -

17/6337N	16 Shropshire Street, Audlem, CW3 0DX	Lean to glass roof conservatory to rear of property.	No objection.	Decision target date 09.02.18
17/5945T	58 Windmill Drive, Audlem, CW3 0BE	Works to oak tree rear of no 58.	No comments.	Decision target date 15.01.18
17/5869N	34 Windmill Drive, Audlem, W3 0BE	Proposed single storey rear extension.	No objection.	No date specified.
17/5800N	Springfield, Woodhouse Lane, Buerton, CW3 0DR	Proposed private detached garage for the storage and maintenance of owner's classic car collection in environmentally controlled conditions.	Condition requested; the building not be converted into a dwelling.	
17/5776N	Land to North of Little Heath Barns, Audlem	Erection of Retirement Living housing (category II type accommodation), communal facilities, landscaping and car parking (re-submission following non determination of application 17/0339N)	Planning Committee to draft a letter of objection.	
17/5558N	30 Green Lane, Audlem CW3 0ES	Reserved matters for approved Outline application 15/0780N relating to appearance, layout and scale of proposed building	Concerns submitted - overlooking adjacent properties and size of the remaining turning circle at the top of the drive	Approved with conditions
17/5575N	1 Hillary Drive, Audlem CW3 0HJ	Proposed single storey side and rear extension to provide additional living space	No objection	Approved with conditions
17/5308N	Over the Water, Daisy Bank Crescent, Audlem, CW3 0HD	Convert existing bungalow to two storey dwelling	Comments required by 15th November	Decision Target Date 11.01.18 – extension due to Bat report.
17/5194T	1, Matthews Way, Audlem, CW3 0LT	Works to TPO trees	Comments required by unknown date	Decision Target Date 06/12/2017 – update requested.
17/5029T	The Lymes, Woore Road, Audlem, CW3 0BP	Works to TPO trees	No objection	Refused
17/5028T	The Lymes, Woore Road, Audlem, CW3 0BP	Works to trees in Conservation Area	No objection	Approved
17/4602N	4, Crown Mews, CHESHIRE STREET, AUDLEM, CW3 0ND	Release from legal obligation allowing for staircasing to 100%	Objection submitted	Decision Target Date 2/11/2017 – update requested.

18.110 FINANCIAL MATTERS

110.1 Finance Report

Councillors attending considered the budget and concluded that the council tax charges remained the same. Cllr Christie proposed to agree the Finance Sub Committee Minutes 27th November 2017, Cllr Siddorns seconded.

Resolved: that the Finance Sub Committee Minutes of 27th November 2017 be confirmed as a correct record.

110.2 Half Year Audit

The following payments and receipts have been identified as not reported following the Half Year Audit: -

- Salaries would increase; they would be shown in revised expenditure for 2017/18 and budgeted for next year.
- Toilet income increased to £491.95.

The following items were reported retrospectively: -

Expenditure

05.07.17	Nest	Pensions	44.35
----------	------	----------	-------

Income

29.8.17	Toilets	Honesty Box	113.30
1.8.17	Santander	Bank Interest	12.02
1.9.17	Santander	Bank Interest	12.02

1.9.17	CEC	Precept	19140.00
2.8.17	Toilets	Honesty Box	38.33

Cllr Higham proposed to accept the adjustments; Cllr Consterdine seconded.

Resolved: that the Half Year Audit be agreed.

110.3 Year 2018/2019 Budget

The 2018/2019 Budget had been received at the Finance Meeting of 27th November and agreed.

110.4 2018/2019 Precept

The Finance Sub Committee recommended the required Precept request for 2018/19 be £39,539.

Cllr Consterdine proposed to accept and Cllr Christie seconded.

Resolved: that the Precept of £39,539 be requested.

110.5 Bank Signatories

a) New signatories for the Co-operative Bank Account were agreed as Cllr Warren and Councillor Siddorns. The Clerk; Mrs S McBennett would also be a signatory to give access to the account. The retiring Clerk, Kirstin Dixon would be taken off the signatory list.

Councillor Consterdine proposed and Councillor Carlin seconded.

Resolved: that it was agreed the above named Councillors and Clerk be signatories of the Co-operative Bank account held by the Parish Council.

b) New signatories for the Santander Bank Account were agreed as Cllr Warren and Councillor Siddorns. The Clerk; Mrs S McBennett would also be a signatory to give access to the account. The retiring Clerk, Kirstin Dixon would be taken off the signatory list.

Councillor Consterdine proposed and Councillor Carlin seconded.

Resolved: that it was agreed the above named Councillors and Clerk be signatories of the Santander Bank account held by the Parish Council.

110.6 Authorisation of cheques

735	Defib Shop	Defibrillator	1434.00
1736	Galaxy Computers	Software Update	158.99
1737	3 Counties Cleaning	Public Toilets November	188.50
		Public Toilets December	179.00
1738	SPS	Payroll Admin	21.50
1739	Defib Shop	Defibrillator Cabinet	478.80
1740	G Davies	Lengthsman Salary	390.40
1741	S McBennett	Clerk Salary	447.54
1742	PHS	Sanitary Services	175.75
1743	Audlem Public Hall	Meeting Room Fee	40.00
1744	Audlem Methodist Church	Meeting Room Fee	45.00

Councillor Consterdine proposed and Councillor Down seconded.

Resolved: that the above payments be agreed.

110.7 Scheduled payments

Deferred.

Cllr Seddon enquired about the Public Information Screens and the payments for both.

Action: the Clerk to enquire about the payments and location of the screens.

110.8 Receipts

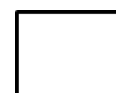
The following receipts were noted: -

02.10.17	Santander	Bank Interest	11.64
01.11.17	Santander	Bank Interest	12.03

110.9 Grant Funding Applications

The Parish Council had received Grant Funding Applications from the following organisations: -

- ADCA.
- Wheelyboat Services.
- Audlem Music and Arts Festival
- Audlem Scout and Guide Hall



The Finance Sub Committee would consider the applications in the first instance and report at the next meeting of the Parish Council in February.

17.111 PLAYING FIELD COMPLEX

No report to date.

17.112 PARISH COUNCIL MATTERS

112.1 Councillor Vacancy

The Clerk had received notification from Cheshire East that the Council may now Co-opt a suitable candidate.

17.113 CORRESPONDENCE

113.1 Buerton Parish Council/North West Ambulance Service

Buerton Parish Council had written to the neighbouring Parish Councils to highlight a problem experienced by a resident. The resident had a suspected stroke or heart attack victim who had not received attention from the First Responders or North West Ambulance Service within a safe timescale. Buerton Parish Council suggested the collective Parishes consider the provision of a Joint First Responder. A letter of complaint had been forwarded to the North West Ambulance Service. A response had been received from NWAS which had not addressed all of the concerns.

Action: The Clerk would collate the questions raised and respond to NWAS.

113.1 NALC Briefing on the GDPR – noted, the Parish Council awaited further information.

113.2 War Memorials Event – 7 February 2017

113.3 PHS Group – Price increase – noted, the PC were below the threshold to be applied.

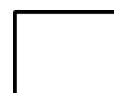
113.4 Best Kept Village – the Community Group would discuss and progress.

17.114 AREAS OF RESPONSIBILITY – Reports received.

<p>114.1</p>	<p><u>ASSETS</u> <i>Playing Field Complex</i> <i>Public Conveniences</i> <i>Fixed Asset Register</i></p>	<ul style="list-style-type: none"> (i) Playing Field Complex update and actions required. (ii) Public Conveniences update – Mr Booth had quoted. He would commence the works to the drains in the Men’s WC. Delegation of Inspections and collections – The Asset Group would organise a rota. A tick sheet would be used for inspections. Cllr Seddon would continue to collect the Honesty Box money. (iii) Phone Line – Clerk responded to CEC. (iv) Baby Change Table – Mr Booth would fit it in February. (v) CCTV sign – Mr Booth would fit it in February. (vi) Longhill Moss – signed lease received. (vii) Bench refurbishment at Buttermarket – ongoing. (viii) CCTV – Cllrs Carlin and Warren plus the Clerk to attend training. (ix) Bollards between the car park and playing field broken. The Clerk had reported it to CE – outstanding response from C Griffies. (x) Car damage to the turf. The Clerk had reposted to CE. (xi) Annexe – report of damage to grass area near to patio. The area was owned by CE; they would have to repair it.
<p>114.2</p>	<p><u>HIGHWAYS</u> <i>Traffic & Parking</i> <i>Highways & Transportation</i> <i>Street Lighting</i></p>	<ul style="list-style-type: none"> (i) Pavements and Woore Road safety. CE had Visited, action deferred until finance was available. (ii) ADAPT 20mph proposal – Cllr Seddon reminded members that the question of part-funding the proposed cycle racks in the village centre had been raised by ADAPT via the Road Safety Group. It was agreed the PC should contribute 50% of the cost and perhaps CE pay the rest. Cllr Seddon proposed a contribution of £500 and Cllr Consterdine seconded. Concern was raised at the proposal to site one of the racks by the church wall in The Square. Resolved: that the PC agreed to contribute £500 for the

		<p>provision of cycle racks.</p> <p>(iii) Street lighting update (BC) The number of the lamp post would be required to report a light out.</p> <p>(iv) SIDS Cllr Siddorns reported a meeting with Ian Bennett and PCSO Nick Jarvis. A SIDS device was being used successfully in Wybunbury/Hankelow. It would be helpful to know what information the Police would want/can use. Cllr Siddorns would enquire about traffic calming devices, such as count down markers.</p> <p>(v) Pothole A525 just to the west of the Bellyse Monument and to east of Windmill Drive.</p> <p>(vi) Sunken carriageway at Cheshire Street - repair completed, failed and reported again. Cllrs discussed the viability of a dropped near to Caldertyne Court for mobility scooter users.</p> <p>(vii) Request for gritting of the car park, residential roads and paths. The Clerk had reported in December and requested information on the recommendations for gritting.</p> <p>(viii) Hilary Drive – complaint regarding road cleansing and parking Issues reported to CE and PCSO. Ongoing – report in Feb.</p>
114.3	<p>COMMUNITY <i>Health</i> <i>Law & Order</i> <i>Youth & Education</i> <i>Access & Inclusion</i> <i>Public Hall</i> <i>Burial Board</i></p>	<p>(i) Police and Crime Commissioner – Cllr Siddorns had attended a meeting with the Commissioner. Speeding had been a priority for CC. PCSO funding and location had been discussed; local hubs had been suggested. The decision of the location would be received later this Spring.</p> <p>(ii) Cluster Meeting – report on actions required.</p> <p>(ii) Education Travel Policy consultation response – complete.</p> <p>(iii) CEC Housing Strategy Consultation http://www.cheshireeast.gov.uk/housing/strategic_housing/housing-strategy-2018-2023-consultation.aspx</p> <p>(iv) Buerton Parish Council – request for joint responder training/complaint to NW Ambulance Service.</p>
114.4	<p>BUSINESS, TOURISM & EMPLOYMENT <i>Business & Tourism/CRT</i> <i>Use of Buttermarket</i></p>	<p>(i) Cllr Higham suggested facilities such as the Annexe could be used to bring together the various groups in the village to work in cohesive way. Cllr Higham would visit other villages and facilities to get an idea of how this could work for Audlem.</p>
114.5	<p>COMMUNICATIONS</p>	<p>(i) The Clerk would clarify with the Scouts when and how the Autumn Newsletter was delivered around the village.</p> <p>(ii) Cllr Seddon, Cllr Carlin, Cllr Warren and the Clerk would meet to discuss communications.</p>
114.6	<p>ENVIRONMENT <i>Wildlife & Ecology</i> <i>Commons & Greens</i> <i>Open Spaces</i> <i>Parish Paths</i> <i>ADAPT</i></p>	<p>(i) ADAPT Cycleway along Canal (DH) – ongoing.</p> <p>(ii) The Permissive Path from Green Lane to Canal – ongoing A letter has been sent to ascertain who owned the path and the designation of the path.</p> <p>(iii) Biodiversity Report – Synopsis to be received from the Environment Group – ongoing.</p>
114.7	<p>ChALC</p>	<p>(i) NALC Briefing on the GDPR – response required re funding and responsibility.</p> <p>(ii) Training Dates for 2018 published – book with Clerk if interested. Cllrs Warren and Lawton will attend the Planning Training. The Clerk will attend the Audit Training.</p>

17.115 COUNCILLORS' REPORTS ON ADDITIONAL MEETINGS ATTENDED



17.116 ITEMS FOR CONSIDERATION AT THE NEXT MEETING

Policy reviews – Standing Orders, Finance Policy, Grants Policy, Communications Policy & Strategy review, Community Engagement strategy and Compliance committee. Planned for adoption by May AGM latest.

17.117 DATE OF NEXT MEETING

The next meeting of the Parish Council would be held at 7.30 pm on Monday 5th February 2018 in the Methodist Meeting Rooms.