



AUDLEM PARISH COUNCIL

Clerk: Belen Lopez Bloor

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MEETING OF AUDLEM PARISH COUNCIL MINUTES OF MEETING

Monday 4th February 2019 at 7.30pm

Methodist Meeting Rooms, Shropshire Street

PRESENT

Cllr Geoff Seddon (Chairman), Cllr David Higham (Vice Chair), Cllr Lorna Matthews, Cllr Lynette Hopkins, Cllr Derrian Ellis, Cllr Kate Down, Cllr Frances Mary Christie, Cllr Tim Lawton, Cllr Steve Boyes, Cllr Nigel Mottershead, Cllr David Siddorns and Ward Councillor Rachel Bailey.

In attendance: Mr Paul Barrett, Clerk - Mrs Belen (Bee) Lopez Bloor.

18.135 CO-OPTION OF COUNCILLOR

Cllr Seddon proposed Mr Paul Barrett be co-opted as a Councillor. Cllr Down seconded. 10 Councillors in favour, one abstention.

Resolved: That Paul Barrett be co-opted as Councillor.

18.136 APOLOGIES FOR ABSENCE

None received.

18.137 DECLARATION OF INTERESTS

None received.

18.138 CONFIRMATION OF MINUTES

Cllr Mottershead proposed to confirm the minutes of 7th January 2019, Cllr Matthews seconded. 8 Councillors in favour, four abstentions.

Resolved: that the minutes be confirmed as a true and correct record.

18.139 MATTERS ARISING

18.139.1 ADCA core grant funding update.

A grant bid to the New Homes Bonus Community Fund has been submitted.

The Chairman, Treasurer and Secretary of ADCA had a very a productive meeting with senior officers at Cheshire East Council (CEC) on 24th January on how best to improve grant making to small rural charities. The pressure on ADCA's finances caused by the loss of core funding from CEC reported previously was fully understood. ADCA have now bid to CEC under the Early Help & Community Grant scheme for funds.

The meeting with the Acting Executive Director of People involving CVS, ADCA and other rural organisations disadvantaged by the new contracting arrangements is expected to take place shortly although no date has yet been confirmed.

Action: Cllr Christie to keep the Parish Council updated.

Cllr Christie also reported that the extension to Medical Practice is progressing well with completion anticipated April/May. They will recruit extra GP when a further 500 patients join. Currently there are 1,800 patients per full time GP with approximately 5,000 patients registered with the practice.

Provision of health checks for patients between 40 – 74 years old has been moved to Cheshire East Council which is causing some concerns. Patients should speak to their GP if they had concerns.

Care Quality Commission Report is available and being studied by the practice.

A list of the defibrillators in Audlem has been provided to the practice.

18.139.2 Update - Gritting during snow/icy weather & purchase of extra grit bin.

CEC have stated they will not accept insurance liability for our Lengthsman to grit areas off the car park e.g. the Medical Practice and entrance to the Annexe. Councillors agreed that the

responsibility of gritting of the latter should fall to the Public Hall Management Committee (PHMC). Councillors agreed they would be happy to contribute half of the cost of a grit bin if the PHMC wanted to submit a grant request for this.

Action: Clerk to write to the Public Hall Management Committee regarding the contribution to a grit bin.

18.139.3 Update – drainage issues in the village.

ANSA sent out a mechanical road sweeper which has now swept the roads and the gully cleaner has been requested to clean them out properly. Senior Highways Officer is overseeing this. Clerk has also requested the gullies are part of regular maintenance programme, so they do not get into such a bad state going forward.

Action: Clerk to keep the Parish Council updated.

18.139.4 Highways issue - Car park potholes on the entrance ramp fixed.

These have now been fixed and CEC have done an excellent job.

18.139.5 Highways issue - Speed indicator.

Councillors agreed that this initiative was worth pursuing and there were sufficient funds allocated in the budget for this.

Action: Highways Working Group to progress this and to report back at the next meeting.

18.140 HOUSING (Planning/Heritage & Conservation)

18.140.1 PLANNING APPLICATIONS

To consider the following: -

Planning reference	Main location	Development description	Action	Decision
19/0185N	SANDY LANE FARM, SANDY LANE, AUDLEM, CW3 0BF	Formation of New Agricultural/Agricultural Contractors Access Route from Existing Yard to Paddock Lane and Ceasation of Bath Lane route	To discuss & resolve	Date Registered 14/01/2019 Committee Date Last date for comments 20/02/2019 Decision Target Date 11/03/2019
18/6342N	BRADWOOD, BAGLEY LANE, AUDLEM, CW3 0DR	Farm Building	To discuss & resolve	Date Registered 07/01/2019 Last Date for Comments 13/02/2019 Decision Target Date 04/03/2019
19/0297N	16, WINDMILL DRIVE, AUDLEM, CW3 0BE	Proposed extension to side of existing dwelling.	To discuss & resolve	Date Registered 21/01/2019 Last Date for Comments 20/02/2019 Decision Target Date 18/03/2019 Clerk has written to planning officer informing no objections.
18/6151D	Kynsal Farm, HARDYS LANE, COX BANK, CW3 0EU	Discharge of Conditions 4, 6 & 9 on 14/0428N	Approved with conditions 30/01/19	
18/6275N	Wood Cottage, GREEN LANE, AUDLEM, CW3 0ET	Proposed rear extension and front porch	Approved with conditions 30/01/19	
18/5696N	Land West Of, AUDLEM ROAD, AUDLEM	Plot substitution of 12 approved plots replacing them with 13 smaller plots.	Not yet decided	Comments submitted 09/12/2019 decision date 14/02/2019
18/6036N	Kinsey House, Bagley Lane, Audlem, Crewe, CW3 0DR	Rear extension with dormer window.	Not yet decided	Clerk sent email saying no objections on 9 th December 2018. Decision Target Date 28/01/2019
18/5019N	BANK HOUSE, BUNSLEY BANK, AUDLEM, CW3 0HS	Two storey rear and side extension and front porch	Not yet decided	Comments submitted by Councillor Geoff Seddon Decision Target Date 03/12/2018
18/3994	18 Stafford Street Audlem CW3 0AP	Conversion of Old Post Office and 2 residential units into 3 residential units	Not yet decided	Comments submitted 10/09/2018 Decision target date 21/12/2018
18/5481N	AUDLEM	Demolition of single storey	Decided	Approved with conditions 14/01/2019

	METHODIST CHURCH, SHROPSHIRE STREET, AUDLEM, CREWE, CHESHIRE, CW3 0AE	attached stores and construction of youth activities room and associated store room		
18/6003D	Land to the north of Little Heath Barns, Audlem Road, Audlem	Discharge of condition 9 on approval 17/0339N - Erection of retirement living housing (category II type accommodation), communal facilities, landscaping and car parking.	Decided	Part approved/part refused / 21/01/2019

SANDY LANE FARM, SANDY LANE, AUDLEM, CW3 0BF

Cllr Boyes to prepare a draft letter to the planning officer objecting to the application as previous concerns still stand.

Resolved: Cllr Boyes to provide the Clerk with a letter for the Planning Officer.

Bradwood, Bagley Lane – Councillors discussed this application and raised concerns of the poor building design and that insufficient consideration had been given to drainage as the roof area is too large for “soakaway”.

Cllr Christie proposed the Parish Council write to the Planning Officer with their objections. Cllr Higham seconded.

Resolved: Cllr Boyes to provide the Clerk with a letter for the Planning Officer.

Action: Clerk is to establish if landowner holds a CPH.

A new planning application came in 30th January for 13, BROADWAYS, AUDLEM, CW3 0EY for a rear single storey extension and front porch. Councillors already agreed they had no objections to it and the Clerk has emailed the planning officer informing them of this decision.

18.141 FINANCIAL MATTERS

18.141.1 Bank Reconciliation.

In accordance with our Financial Regulations we are due for an internal audit so the Clerk will liaise with internal auditor.

Action: Clerk to liaise with internal auditor.

18.141.2 Finance Report – to receive the Finance Report.

The report was accepted.

Ward Cllr Rachel Bailey left the meeting.

18.141.3 Authorisation of cheques – to agree the accounts for payment.

2027	Delmar Press	Newsletter		294.00
2028	Gavin Davies	Salaries - Street Cleaning		408.94
2029	Gavin Davies	Salaries - Street Cleaning	Purchase of safety boots	25.00
2030	Belen Lopez Bloor	Salaries		595.39
2031	Belen Lopez Bloor	Office Expenses	Mileage, mobile phone top up, postage	39.08
2032	3 Counties Cleaning	Public conveniences		195.00
2033	Audlem Methodist Church	Room hire		65.00
2034	Johnsons of Nantwich Ltd	Newsletter		306.00

18.141.4 Scheduled payments – to approve the scheduled payments.

SO	ThenMedia Ltd	Public Info Display Screens	£24.10
SO	Shires Pay Services Limited	Payroll Services	£20.00

DD	NEST	Pension Contributions	£55.66
DD	NPower	Electricity	£74.00
SO	Public Works Loan Board	First payment of loan for Turnpike Field	£5,231.83

The loan will not leave the account until 4th February.

18.141.5 Receipts – to minute the receipts.

31/12/2018	Honesty Box		£33.14
01/01/2019	Bank interest		£44.54

Cllr Higham proposed to authorise the payments and receipts. Cllr Mottershead seconded. All Councillors were in favour.

Resolved: that the payments are made.

Other

ADAS have submitted two grant requests of £1,500 for retrospective spend towards planting and Christmas trees. Cllr Higham has requested that going forward the Chair of ADAS submits grant requests before the work is completed. In accordance with the Grant Application Policy, Councillors wish to see a copy of ADAS' accounts before making a decision.

Action: Clerk to ask ADAS for their latest accounts.

18.142 TURNPIKE FIELD (PREVIOUSLY KNOWN AS LAND AT GREEN LANE)

18.142.1 General update on the field.

Cllr Boyes reported that a small team has conducted a site visit and agreed that there should be a manual effort to remove the weed, rather than chemical. The Wildlife Trust is conducting a full site visit on 15th February to investigate the flora and fauna in the area. Cheshire East Council's Nature Conservation Officer will also carry out a site visit. Work to clear the Himalayan Balsam manually should commence circa the month of June. Cllr Higham explained the proposed Cell Pave materials for the green car park and confirmed that the working group will be conducting a site visit to a car park in Hawarden where it is installed to check they are happy with the design and quality.

Action: Turnpike Field Working Group to report back.

Cllr Seddon reported that a letter from him and the Clerk had been delivered to all the village residents who had agreed to make a donation. Donations had started to trickle in and these were being kept on a spreadsheet. Councillors questioned how best to ring fence this money.

Action: Clerk to speak to the financial auditor for their advice. 18.142.1.a Review of the booking form.

Cllr Higham has amended the form with a point which states a final site inspection of the field must be conducted with a Councillor.

Action: Clerk to circulate the revised booking form.

18.142.1.b Dog bin and dog sign.

CEC did not have funds in their budget for a new dog bin or litter bin so the Parish Council will fund the purchase of this. Councillors did not think the proposed open top bin was suitable for the field.

Action: Turnpike Field Working Group to reconsider and choose an alternative one.

Councillors were satisfied with the newly designed dog sign subject to the Audlem Parish Council logo being added to it.

Action: Clerk to arrange for 3 of these to be printed on rigid PVC board.

18.142.1.c Extra fencing around the temporary pedestrian gate.

Cllr Higham investigating a free source of materials.

Action: Cllr Higham to report back.

18.143 PLAYING FIELD COMPLEX – UPDATE

Hibberts have reported that the agreed legal process on the way forward with the transfer has been confirmed with Fields in Trust. Hibberts are now awaiting the final format of the lease from CEC.

Action: Cllr Seddon to update the Council in March.

18.144 PARISH COUNCIL MATTERS

18.144.1 ID2 form for Churchfields Conservation Area.

Hibberts have suggested using their office address as the c/o address to avoid having to change address details with the Land Registry every time a new Clerk starts. Councillors agreed this is a good way forward providing this service remains free of charge. Cllr Christie proposed to change details to Hibberts, Cllr Seddon seconded. All Councillors were in favour.

Resolved/Action: Clerk to liaise with Hibberts to change details.

18.144.2 Closure of the Community Projects bank account.

Cllr Higham reported that Santander are unable to locate the bank account despite being given a bank statement. Cllr Seddon to speak with the Chairman of the ex-Community Projects Committee.

Action: Cllr Seddon to report back in March.

18.144.3 Update - Defibrillator annual service check.

The Clerk has now circulated details for the Zoll defibrillator with serial number and cabinet code to all Councillors. The Community Resuscitation Development Officer for NWS has said that he cannot comment on whether the Parish Council should have an annual check as he is not aware of any guarantees that came with it but he said NWS' Zoll machines have not needed annual checks and he is not aware of any other sites that perform this annual check. What he has confirmed is that the Parish Council need to regularly check that the device shows "rescue ready" and that the pads are in date. The Clerk has checked the machine and monthly check-ups have been added to the diary going forward. Cllr Matthews has volunteered to do the checks.

Action: Clerk to check with Zoll manufacturers to see if they recommend an annual service check.

18.144.4 Printing of Around Audlem Newsletter.

The recent newsletter was printed at Johnsons of Nantwich as some staff from our previous printing company Delmar had moved there after the printers went into administration. Audlem Printers have quoted and charge substantially less than Johnsons of Nantwich to provide the same newsletter, matching the design and print specification.

Action: Clerk to write to Johnsons of Nantwich explaining that we will trial Audlem Printers for one print run.

18.145 AREAS OF RESPONSIBILITY

18.145.1 Recommendation to move to quarterly reports on a rotational basis.

The Chairman stated that it had been suggested trialling reports every 2 months instead of monthly. Councillors were split on how working groups should report back to full Council. Some thought it was more administration and preferred to do away with monthly reports completely, having matters on the agenda only. Others wanted to continue with monthly reports as they felt this focused mind on action points. Following lengthy discussion, the Chairman asked for all groups to submit a report in March.

Action: All working groups to submit reports next month. Clerk to circulate a template.

18.145.2 Review of how the planning working group operates.

Cllr Boyes as head of the Planning working group suggested that the Clerk continues to circulate new planning applications but Councillors were asked to reply to her only instead of reply all. The group will review comments and meet to discuss new applications then submit comments to all/to the Planning Officer.

18.145.3 To appoint Councillors to Working Groups.

Action: Clerk to email the new Councillors the working group membership list so they can pick 3 each.

18.146 ITEMS FOR FUTURE AGENDA

Review of electricity supplier from Npower to Scottish Power and fixing the contract for a 3-year period.

18.147 DATE OF NEXT MEETING

The next meeting of the Parish Council will be held at 7.30pm on **MONDAY 4th MARCH 2019** in the Methodist Rooms.

The meeting closed at 9.55pm.