



AUDLEM PARISH COUNCIL

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MEETING OF AUDLEM PARISH COUNCIL MINUTES OF MEETING

Monday 2nd March 2020 at 7.30pm,
Methodist Meeting Rooms, Shropshire Street

PRESENT

Cllr Steve Boyes (Chairman), Cllr Ralph Warburton, Cllr Pat Salt, Cllr George McLaren-Brown, Cllr Suzie Warren, Cllr Lorna Matthews, Cllr Lynette Hopkins, Cllr Nigel Mottershead, Cllr Paul Barrett and Ward Councillor Rachel Bailey.

In attendance: Clerk - Mrs Belen (Bee) Lopez Bloor.

PUBLIC FORUM

Resident informed the Parish Council they have received numerous suggestions from villagers asking that the Royal Mail pillar box at Stafford Street be moved to Williams Newsagents. The existing pillar box is now a building site as this old post office is being converted into residential apartments. Residents wished for it to be moved to a central village location that is easier to access. Cllr Boyes explained the Parish Council has previously written to the Post Office with this request and will send another letter to chase this up.

Action/s: Clerk to send another letter and send a copy to the resident.

Resident in Salford attended requesting an update on the flooding issue due to the continuous running water from an underground spring. There are now four large sink holes in the road that are over two and half foot deep (a further two sink holes have recently appeared) and their garden has been under water for six months. They are worried that HGV vehicles, which will use the road to deliver materials for the new houses being constructed nearby, will cause the road to cave in completely. The Clerk provided an update of recent conversations with Cheshire East Council (CEC) Highways team. Ward Cllr Bailey expressed concerns that areas which are more remote and not on A roads or urban conurbations are increasingly not being serviced. She suggested the resident raise a formal complaint to CEC and a site visit with her and Councillors Boyes and Hopkins is arranged so they can inspect the damage and discuss a way forward.

Action/s: Clerk to arrange the site visit.

Resident in Coxbank attended requesting an update to CEC Highways' flooding investigations which have not been completed. Ward Cllr Bailey informed the resident that the flood resources team leader is collating a project list that require capital expenditure by 31st March. Cllr Boyes commented the Parish Council will again write to CEC requesting a copy of the report.

Action/s: Clerk to draft a letter.

A resident who used to volunteer for the youth club provided an update. Youth club attendance dropped off in October last year and volunteers manning the club decreased so the facility has been put on hold. It requires three adults to run it and needs a new team leader. He suggested that the basketball post in the car park be reinstated. He explained £3,000 had been ringfenced for skate park. Cllr Hopkins suggested that a basketball/netball court would be more user friendly. Councillors agreed the Parish Council need to look into providing more facilities in the village. **Action/s:** Community working group to discuss this.

19.152 APOLOGIES FOR ABSENCE

That apologies received from Councillors Geoff Seddon and David Higham be accepted.

19.153 DECLARATION OF INTERESTS

Cllr Warburton declared a non-pecuniary interest in grant request under agenda items 19.158.2.i Audlem Saints FC and a pecuniary interest in 19.161.6 VE Day.

19.154 CONFIRMATION OF MINUTES

Cllr Mottershead proposed to confirm the minutes of the meeting held on 3rd February 2020, Cllr Warburton seconded. Councillors unanimously agreed.

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

Police Community Support Officer (PCSO) arrived.

19.155 UPDATES SINCE THE LAST MEETING

19.155.1 Update from the HPEA working group.

19.155.1.i To receive the Longhill Moss report and the recommendations within it.

The farmer wants to plant maize in the field and the Clerk wrote to him on 14th February requesting that he does not plough the field until further notice. Cllr George McClaren Brown is continuing investigations with CEC, DEFRA and the Department of Environmental Health. Councillors proposed a motion of thanks to GMB for his diligent work.

Action/s: GMB to report back to Council in April.

19.155.1.ii To receive the meeting notes from the meeting on 26th February 2020.

These were uploaded to the document library.

PCSO update

New Community Speed Watch scheme - All monitoring sites have been approved by traffic management officer for safety. Five volunteers have now been trained and another two are interested. He will report back in 3 months with an update.

Councillors expressed concerns people are parking across the fire station entrance which is dangerous. PCSO said he will continue to monitor this and speak to offenders.

19.155.2 Update from the Internal working group

19.155.2.i To receive the meeting notes from the meeting on 18th February 2020.

These were uploaded to the document library.

19.155.2 ii Update - Recruitment of Assistant Clerk.

Cllr Boyes updated the Parish Council on current progress.

19.155.2.ii Update - Office base.

Cllr Hopkins updated the Parish Council on the progress of opening a small office in the public hall every Tuesday for 4 hours. The subgroup are liaising with the public hall bookings coordinator.

19.155.3 Update from the Community working group.

Notes were uploaded to the document library. Climate change initiatives should be reviewed by the HPEA working group.

19.156 REPORT FROM WARD COUNCILLOR RACHEL BAILEY

- Ward Cllr Bailey commented that services to rural areas have slowed down and questioned whether the 20% Community Infrastructure Levy would increasingly mean that CEC expect Parish Councils to deliver more services themselves such as bus services. She expressed concerns that Council members are not receiving any background information.
- CEC's winter gritting programme has been the same for years but there are now proposed cuts to routes on Longhill Lane and Coole Lane. The decision has been called in and goes to scrutiny on 16th March. In addition, there will now be a review of the grit bin programme.
- The well managed highway proposal adjusts the pothole criteria but includes a reduction in the number of assessments of rural roads; local report of potholes is therefore vital.
- CEC planting are planting 6,000 new trees and asking residents to plant them. She was concerned that any planting needs to consider infrastructure and highways so as not to impact negatively on these.

19.157 HOUSING (Planning/Heritage & Conservation)

19.157.1 PLANNING APPLICATIONS

Planning reference	Main location	Development description	Action	Decision by APC	Decision by CEC
19/5436N	19, WHITCHURCH ROAD, AUDLEM, CW3 0EE	Proposed notification of agricultural building for storage of garden equipment and storage of livestock food and bedding	Registered	Clarification requested on proposed use. If used as residential the Parish Council objects to this. Conditions should be placed upon approval to safeguard against residential use if for other uses. Previous planning application 19/1986N. Parish Council were reconsulted on	Not yet decided.

				new plans. Clerk has written requesting Permitted Development Rights are withdrawn, or a condition is applied that states the development cannot be used for residential accommodation and the outbuilding will be for the sole use of the occupant. Environmental Health are unhappy with the current plans regarding the flue. The Parish Council have asked that the application is not determined until satisfactory amended plans have been submitted to the satisfaction of Environmental Health.	
20/0667T	BEECH HOUSE, SCHOOL LANE, AUDLEM, CHESHIRE, CW3 OBA	WORKS TO TREES IN CONSERVATION AREA Beech (T1): To crown reduce by up to 3m in height, and reduce lateral growth by up to 2m of branch length, leaving the tree with a balanced shape. To maintain the tree at a suitable size for the location, and to reduce encroachment on the property	Registered		Registered 17/02/2020 Decision Date 28/03/2020
20/0584N	KINSAL VILLA, PADDOCK LANE, AUDLEM, CW3 ODP	Proposed detached garage.	Registered	HPEA working group have considered this. Clerk has written to CEC to inform them the Parish Council have no objections.	Registered 10/02/2020 Date For Comments 04/03/2020 Decision Target Date 06/04/2020
20/0143T	THE WILLOWS, SCHOOL LANE, AUDLEM, CREWE, CHESHIRE, CW3 OBA	WORKS TO TPO TREES Sycamore. Number 1. Remove the tree. Tree is threatening the wall of the brook and is too congested with the other trees nearby. No suitable place nearby to replant	Registered		Date Registered 14/01/2020 Last Date Comments 4/02/2020 Decision date 09/03/2020
19/5774N	Land adjacent to, 10, SALFORD, AUDLEM, CW3 OAZ	Application for approval of reserved matters following approval of application 18/0178N; Outline planning permission for erection of 2 no. dwellings.	Registered.	Councillors were concerned these two new houses will exacerbate flooding problems in the Salford area. The application should also be objected to on the grounds of scale, massing and design. Cllr Boyes proposed writing a letter of objection to CEC, Cllr Higham seconded. All Councillors in favour. The Clerk has written a letter to the planning officer with these comments.	Date Registered 17/12/2019 Last Date For Comments 29/01/2020 Decision Target Date 11/02/2020
19/5658N	THE PARKES, MONKS LANE, AUDLEM, CHESHIRE, CW3 OHP	Agricultural determination for a proposed new road 145m in length and 4.5m in width	Decided – Determination appvl not reqd (stage 1) 02-Jan-2020	APC not consulted, CEC deemed permission not needed.	Date Registered 06/12/2019 Last Date For Comments 11/12/2019 Decision Date 02/01/2020

New planning application since the agenda was issued -20/0824N Land Adjacent to Mill Cottage, Mill Lane, Audlem, CW3 OAY

Councillors did not have any objections in principle. Cllr Boyes suggested the Parish Council write to the planning officer to inform them of this. The letter should request placing a condition on the application so that it is for own use, not commercial. Councillors also requested that adding any flood lights should be a separate application. Cllr Hopkins seconded. Councillors unanimously agreed.

Action/s: Clerk to write to the Planning Officer.

19.157.2 Update – Birds Nest development.

Councillors were appraised of the current situation.

19.158 FINANCIAL MATTERS

19.158.1 To receive the Finance Report.

This information is uploaded to the document library.

19.158.2 Grant requests

19.158.2.i Update - Audlem Saints FC for £500.

Following receipt of the club's most recent bank statement, all outstanding information has been received. Cllr Warren proposed to award the full grant, Cllr Hopkins seconded. One abstention from Cllr Warburton due to his non-pecuniary interest, all others in favour.

Action/s: Clerk to issue a cheque.

19.158.2.ii Audlem Cricket Club for £1,500.

Following a response to a series of questions by the Clerk, it was now considered possible to award the grant. Cllr Warburton proposed to award the full grant, Cllr Hopkins seconded. Councillors unanimously agreed.

Action/s: Clerk to issue a cheque.

Cllr Barrett pointed out the Parish Council has overspent by £600 on grants thus far. The Clerk/RFO confirmed this is correct, however, she was satisfied there is sufficient money in the budget to cover the new grant applications. She highlighted there was a major underspend on Turnpike Field running costs where £10,500 had been budgeted but only £645 had been spent. There was also money in the contingency budget which has not been touched. Cllr Boyes proposed a virement moving £3,000 from the Turnpike Field running costs budget to the grants budget. Cllr Mottershead seconded. Councillors unanimously agreed.

Action/s: Finance Sub Committee to arrange a meeting and review grant spend to date and the grant spending forecast for next year.

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

2171	Audlem Festival Committee	Grant	Audlem Music & Arts Festival 2020	1500.00
2172	3 Counties Cleaning	Public Conveniences		202.50
2173	Fields in Trust	Subscription		15.00
2174	Belen Lopez Bloor	Salaries	Included payment of overtime in January	829.68
2175	Gavin Davies	Salaries - Street Cleaning		418.08
2176	Belen Lopez Bloor	Office Expenses	Mobile phone top up, mileage,	£36.03
2177	HM Revenue & Customs	Salaries	Extra tax due to Clerk's overtime	42.83
2178	Belen Lopez Bloor	Community Expenditure	Speed gun	130.00
2180	Audlem Methodist Church	Room hire	Included room hire for assistant clerk interviews	170.00

Extra cheques written since the agenda was issued.

2179	Belen Lopez Bloor	Community Expenditure	Subsistence for internal working group during assistant clerk interviews	27.35
2181	3 Counties Cleaning	Public Conveniences		187.50
2182	Belen Lopez Bloor	Community Expenditure	ADAS green bin at Methodist Church	32.00

Cllr Boyes proposed to accept the authorisation of cheques, Cllr Warburton seconded. Councillors unanimously agreed.

Resolved: That the cheques be approved for payment.

19.158.4 Scheduled payments – to approve the scheduled payments.

03/02/2020	DD	EDF Energy	Electricity supply	£32.00
05/02/2020	DD	NEST Pension Contributions	Belen Lopez Bloor	£61.95
05/02/2020	DD	NEST Pension Contributions	Gavin Davies	£30.49
05/02/2020	SO	Shires Payroll Services		£24.50
TBC	SO	Then Media	Website	£55.30
	DD	ICO	Data protection fee renewal	£40.00

Cllr Boyes proposed to accept the scheduled payments, Cllr Mottershead seconded. Councillors unanimously agreed.

Resolved: That the scheduled payments be approved.

19.158.5 Receipts – to minute the receipts.

Santander	Bank Interest	£59.99
Honesty Box	Toilet income	TBC

Noted. Once Cllr Higham returns from his absence the Clerk will need to speak to him to access the honesty box.

19.159 TURNPIKE FIELD

19.159.1 General update.

The next meeting is on Wednesday 4th March.

19.159.2 Update - procurement of works for the green car park.

The closing date for tenders is 5th March.

19.159.3 Update on pond installation by Cheshire Wildlife Trust.

Cllr Hopkins informed Councillors that Cheshire Wildlife Trust is waiting for the new ponds to settle before the fencing is erected. The fencing they have proposed needs to be upgraded and she is speaking to them about fencing options. She will report back in April with further news.

19.160 PLAYING FIELD COMPLEX – UPDATE

19.160.1 Update from the working group.

The Clerk has submitted the Fields in Trust form and the subgroup is progressing with discussions. It was agreed that consultation needs to take place with the wider village on the proposed acquisition of the car park.

Action/s: Cllr Boyes to set a date for a public consultation once the subgroup has the required information.

19.161 PARISH COUNCIL MATTERS

19.161.1 Domain name change.

The new domain of audlemcpc@org has been purchased and ThenMedia are ready to set up the new email addresses. Councillors have a two-week period to save any important emails before the new email addresses will go live on 16th March.

Action/s: Clerk to send a reminder email a week before the new email addresses go live.

19.161.2 Youth provision in the village.

See public forum.

Action/s: Community working group to discuss youth engagement.

19.161.3 Grant Policy and application form.

All Councillors have received a copy. Any comments should be sent to the Clerk.

Action/s: the internal working group will review this again at their meeting on 17th March and sign off the proposed grant policy.

19.161.4 Update - Purchasing a speed gun for a new Community Speed Watch Scheme.

See update from PCSO under 19.155.1 Update from the HPEA working group.

19.161.5 Update - Purchasing additional CCTV to cover the playing area.

Action/s: Cllr Warburton to speak to the Public Hall committee.

19.161.6 VE Day.

Cllr Warburton has applied for the £250 Bright Ideas Fund grant. It was suggested the Parish Council underwrite the cost of the flags at £250 should the grant be denied. This expenditure would come under the community expenditure budget. Cllr Boyes proposed and Cllr Hopkins seconded to proceed as above. Councillors unanimously agreed.

Action/s: To be reviewed in April.

19.162 CORRESPONDENCE

19.162.1 Email from resident regarding Royal Mail pillar box on Windmill Drive.

Action/s: Clerk to send another letter to Royal Mail.

19.161.2 Email from Audlem Women's Institute regarding noticeboard.

Cllr Hopkins has spoken to the builder at the old post office on Stafford Street who is happy to take their current noticeboard down and re-site theirs if they wish. Cllr Hopkins also proposed to allow the WI to have the old Parish Council noticeboard near the florist once the new one is erected near the Co-Op. Cllr Boyes seconded. Councillors unanimously agreed.

Correspondence received since the agenda was issued.

Email from Shires Payroll Services to continue using their services for another year. They are also changing their name to "Payroll Champions". There is no increase in their charges and the RFO is

happy with their level of service. Cllr Warburton proposed to continue using their services. Cllr Boyes seconded. Councillors unanimously agreed.

Email from Canal & River Trust – DG Mills contractors will commence towpath works between bridges 79 and 80 next week.

19.163 AREAS OF RESPONSIBILITY

None.

19.164 ITEMS FOR FUTURE AGENDA

None.

19.165 DATE OF NEXT MEETING

The next meeting of the Parish Council will be held at **7.30pm** on **MONDAY 6th APRIL 2020** in the Methodist Rooms.

Apologies in advance - Councillors Boyes and Warburton will be absent.

Cllr Boyes declared the meeting closed at 9.10pm.

CONFIRMED MINUTES