

OVER ALDERLEY PARISH COUNCIL

AGENDA

PARISH COUNCIL MEETING

DATE: MONDAY 19TH NOVEMBER, 2018

TIME: 7:45 p.m.

VENUE: OVER ALDERLEY & BIRTLES READING ROOM, BIRTLES LANE, OVER ALDERLEY.

To Members of Over Alderley Parish Council,

You are hereby summoned to attend the Parish Council Meeting, as shown above, to consider and determine the following business:

1. **APOLOGIES FOR ABSENCE -**
2. **DECLARATIONS OF INTEREST -** To receive Declarations of Interest on any item on the agenda.
3. **MINUTES -**
 - i) To approve the Minutes of the Parish Council meeting held 17th September, 2018 as a correct record and authorise signing by the Chairman.
4. **PUBLIC FORUM FOR QUESTIONS -**
5. **REPORTS FROM EXTERNAL ORGANISATIONS -**
 - i) Macclesfield Local Policing Team - Report on matters of interest / concern within the Parish.
 - ii) Cheshire East Ward Member Cllr. P. Findlow - Report on items of interest to the Parish Council.
 - iii) Manchester Airport - Meeting with Town & Parish Councillors - 18th September, 2018. (Clerk)
 - iv) Cheshire East Council Town & Parish Council Conference - 26th September, 2018. (Clerk)
 - v) ChALC - Annual Meeting - 25th October, 2018. (Clerk)
6. **FINANCE -**
 - i) To receive and consider the Financial Statement 2018/19 as at 19th November, 2018. (Appendix A)
 - ii) To authorise the following payment -

a) Direct Debit	United Utilities	£17.38 Water charges: 19/07/18 - 05/10/18.
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 - iii) To note the following receipts since the last meeting -

a) NatWest Bank plc.		£0.11 Gross Interest - July, 2018.
b) NatWest Bank plc.		£0.11 Gross Interest - August, 2018.
c) NatWest Bank plc.		£0.10 Gross Interest - September, 2018.
d) Allotment Holder		£30.00 Allotment Rent 2018/19.
e) Allotment Holder		£15.04 Allotment Rent 2018/19.
f) Allotment Holder		£30.70 Allotment Rent 2018/19.
g) Allotment Holder		£29.63 Allotment Rent 2018/19.
 - iv) Internal Auditor 2018/19 - To appoint an Internal Auditor for the 2018/19 financial year.
 - v) Budget 2019/20. (Appendix B)
 - a) To consider and determine a revised budget in respect of 2018/19.
 - b) To consider and determine a budget in respect of 2019/20.
 - c) To consider precept requirements for 2019/20.
7. **CORRESPONDENCE -**
 - i) To consider the specific correspondence received by the Parish Council since the date of the last ordinary meeting and to determine such action as Members consider appropriate thereto:
 - a) Cheshire East Council - Pre-Budget Consultation 2019-22. (Closes 14/12/18)
 - b) Cheshire East Council - Member Code of Conduct and Standards Complaints Process Update.
 - c) Cheshire East Council - Publication of application forms for New Homes Bonus Community Fund.
(Closing date for applications: 31/12/18)
 - d) Cheshire Fire Authority - Draft Integrated Risk Management Plan 2019/20 Consultation.
(Closes: 04/01/19)
 - e) Cheshire East Council - Invitation to presentation on Macclesfield Town Centre Strategic Regeneration Framework - 12th December 2018.
 - f) Cheshire East Council - Road naming within Alderley Park Development.

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- ii) To note other correspondence received since the date of the last ordinary meeting. (Appendix C)
- 8. PLANNING -**
- i) To receive the latest planning schedule and discuss new applications. (Appendix D)
 - ii) Ashbrook Road Development update.
 - iii) Activities on Macclesfield Road update.
 - iv) To receive an update relating to the development of agricultural buildings.
- 9. HIGHWAY MAINTENANCE & ENHANCEMENTS -**
- i) Highway defects and repairs - To receive an update relating to highway defects and repairs.
 - ii) To receive highway matters for attention from Members.
 - iii) Macclesfield Road (B5087) - Speed Review.
- 10. COMMUNITY -**
- i) Over Alderley Primary School Charity.
 - ii) Provision of superfast broadband.
 - iii) Ashbrook Road Allotments.
 - iv) Red Telephone Kiosk.
 - v) Alderley Park Liaison Committee.
- 11. INFORMATION HANDLING POLICIES -**
- i) To receive guidance information relating to Personal Data Breaches and Data Protection Impact Assessments.
 - ii) To receive, for submission at the next meeting, Personal Data Audit Questionnaires.
- 12. MATTERS FOR INCLUSION ON NEXT/FUTURE MEETING AGENDA -**
- 13. DATE OF NEXT MEETING -** Monday 21st January 2019 at 7:45p.m. at Over Alderley & Birtles Reading Room.
To consider passing a resolution under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 (Section 100(a) of the Local Government Act 1972) to exclude the public and press from the meeting for the following item of business on the grounds that it could involve the likely disclosure of exempt information.
- 14. MATTERS FOR CONSIDERATION INCLUDING THOSE TRANSFERRED FROM ABOVE ITEMS -**
(as required)

E.M.Maddock

Dr. E. M. Maddock PSLCC,
Clerk & Responsible Financial Officer.

Dated 12th November 2018.

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APPENDIX A

Financial Statement - 2018/19					
as at 19 November 2018					
Actual 2017/18 £.	Details	2018/19 Budget £.	Actual to Sep. 18 £.	Agenda Nov. 18 £.	Budget Balance £.
Receipts					
2,750.00	Precept	3,150.00	3,150.00		0.00
0.00	Balances	0.00	0.00		0.00
0.64	Investment Interest	0.00	0.32	0.32	0.00
0.00	Sale of Assets	0.00	0.00		0.00
410.94	Grants, Donations & Refunds	0.00	0.00		0.00
195.00	Allotment Fees	0.00	0.00	105.37	0.00
38.02	V.A.T. Refund	0.00	33.71		41.82
3,394.60	Total Receipts	3,150.00	3,184.03	105.69	41.82
Payments					
797.87	Salary (Clerk)	900.00	0.00		900.00
0.00	National Insurance (Employer)	0.00	0.00		0.00
110.70	Allowances (Clerk)	115.00	0.00		115.00
0.00	Chairman/Member Allowances	0.00	0.00		0.00
13.44	Administration	35.00	0.00		35.00
98.00	Audit Fees (internal & external)	110.00	99.00		11.00
257.60	Insurance	290.00	0.00		290.00
1,000.00	Grant - Over Alderley & Birtles Reading Room	1,000.00	0.00		1,000.00
0.00	s.137 Donations	200.00	0.00		200.00
70.54	Allotments - Water Charges	100.00	95.62	14.48	-10.10
123.55	Subscriptions/Affiliation Fees	155.00	91.08		63.92
90.00	Room Hire	100.00	0.00		100.00
0.00	Notice Board Maintenance	50.00	0.00		50.00
1.00	Contingency	95.00	0.00		95.00
33.71	V.A.T.		38.92	2.90	
2,596.41	Total Payments	3,150.00	324.62	17.38	2,849.82

Cash/Bank Reconciliation	01/04/18	17/09/18	19/11/18	31/03/19
Balance B/Fwd.	3,986.01	3,986.01	6,845.42	6,933.73
Add Total Receipts	0.00	3,184.03	105.69	41.82
Less Total Payments	0.00	-324.62	-17.38	-2,849.82
Balance C/Fwd.	3,986.01	6,845.42	6,933.73	4,125.73
Cumulative Balances				
	Balance	Balance	Balance	Balance
	01/04/18	17/09/18	19/11/18	31/03/19
General Funds	2,986.01	5,845.42	5,933.73	3,125.73
Earmarked Reserves	1,000.00	1,000.00	1,000.00	1,000.00
	3,986.01	6,845.42	6,933.73	4,125.73

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CASH/BANK RECONCILIATION AS AT - 19 November 2018

CASH

Balance Brought Forward 01/04/18	
Current Account	1,503.95
Business Reserve Account	2,482.06
Plus Receipts	3,289.72
	<u>7,275.73</u>
Less Payments	342.00
Balance Carried Forward 19/11/18	<u><u>6,933.73</u></u>

BANK (Natwest)

Business Reserve Account -	2,482.70	05/10/18
Add income/transfer received since above Statement		
	<u>0.00</u>	
Less unpresented cheques		
	<u>0.00</u>	
		2,482.70 19/11/18
Current Account -	4,405.99	05/11/18
Add income received since above Statement		
	<u>45.04</u>	
	45.04	
Less unpresented cheques/ Transfer		
For approval	-17.38	
Less Payments already issued	<u>17.38</u>	
	<u>0.00</u>	
		4,451.03 19/11/18
Total Bank Balances 19/11/18	<u><u>6,933.73</u></u>	

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APPENDIX B

OVER ALDERLEY PARISH COUNCIL DRAFT BUDGET ANALYSIS 2018/19 and 2019/20

		Projected 18/19 & Budget 2019/20	Variations 18/19	Balance as at 19/11/18
Clerk's Salary				
2018/19	£890.37 p.a. (based upon 1.5 hrs. per week) Contingency for NJC Salary Award.	891	0	
		9	0	
		900	0	900
2019/20				
	£890.37 p.a. (based upon 1.5 hrs. per week) Contingency for NJC Salary Award.	891		
		39		
		930		
National Insurance (Employer)				
2018/19	Based on basic salary	0	0	0
2019/20				
	Based on basic salary	0		
Allowances (Clerk)				
2018/19	Employment Expenses	115	0	115
2019/20				
	Employment Expenses	120		
Chairman/Member Allowances				
2018/19	Member Allowances - Dec 18 - Mar 19	0	0	0
2019/20				
	Member Allowances	0		
Administration				
2018/19	Stationary & General Office Supplies	35	0	35
2019/20				
	Stationary & General Office Supplies	50		
Audit Fees				
2018/19	External Audit Fees 2017/18	0	0	
	Internal Audit Fees 2018/19	0	11	
		0	11	11
2019/20				
	External Audit Fees 2018/19	0		
	Internal Audit Fees 2018/19	110		
		110		
Insurance				
2018/19	Premium due 22/03/19	290	0	290
2019/20				
	Premium due 22/03/20	300		
Grants				
2018/19	Over Alderley & Birtles Reading Room	1,000	0	1,000
2019/20				
	Over Alderley & Birtles Reading Room	1,000		
s.137 Donations				
2018/19	Contingency	200	0	200
2019/20				
	Contingency	200		

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OVER ALDERLEY PARISH COUNCIL DRAFT BUDGET ANALYSIS 2018/19 and 2019/20

		Projected 18/19 & Budget 2019/20	Variances 18/19	Balance as at 19/11/18
Allotments - Water Charges				
2018/19	Standing Charge	16	-4	
	Water Charges	12	-45	
	Contingency	7	4	
		35	-45	-10
2019/20	Standing Charge	35		
	Water Charges	100		
	Contingency	10		
		145		
Subscriptions/Affiliation Fees				
2018/19	Data Protection Registration	35	20	
	ChALC	0	9	
		35	29	64
2019/20	Data Protection Registration	35		
	ChALC	100		
		135		
Room Hire				
2018/19	Ordinary Parish Council Meetings	72	0	
	Extra Ordinary Parish Council Meetings	12	0	
	Contingency	0	16	
		84	16	100
2019/20	Ordinary Parish Council Meetings	72		
	Extra Ordinary Parish Council Meetings	12		
	Contingency	21		
		105		
Notice Board - Maintenance				
2018/19	Notice Board Repairs	50	0	50
2019/20	Notice Board Repairs	100		
Other				
2018/19	Contingency provision	95	0	95
2019/20	Contingency provision	100		
	2018/19 Sub Totals	2,839	11	2,850
	2018/19 Income - Grants	0	0	
	2018/19 Expenditure Projection and Variance Totals	2,839	11	
	2019/20 Draft Budget Expenditure Total	3,295		
	Less Grants	0		
	Gross Precept Requirement 2019/20	3,295		

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OVER ALDERLEY PARISH COUNCIL DRAFT BUDGET ANALYSIS 2018/19 and 2019/20

Analysis of funds

01/04/18	Balance brought forward	3,986.01	
	Plus receipts (actual)	3,289.72	
	Less payments (actual)	-342.00	
	Plus receipts (projected)	41.82	
	Less payments (projected)	<u>-2,849.82</u>	
			4,125.73
	Less Earmarked Reserves:		
	Telephone Kiosk Repair Fund	<u>-1,000.00</u>	
			-1,000.00
31/03/19	General funds carried forward		<u><u>3,125.73</u></u>

Tax Base 2019/20 (Band D) and Precept impact on Property Bands

2018/19				2019/20			
Band	Ratio	Tax Base	£	Band	Ratio	Tax Base	£
A	6/9		9.82	A	6/9		10.17
B	7/9		11.46	B	7/9		11.87
C	8/9		13.10	C	8/9		13.56
D	9/9	213.79	14.73	D	9/9	215.95	15.26
E	11/9		18.01	E	11/9		18.65
F	13/9		21.28	F	13/9		22.04
G	15/9		24.56	G	15/9		25.43
H	18/9		29.47	H	18/9		30.52
	Precept	£3,150			Precept	£3,295	

APPENDIX C

CORRESPONDENCE

Cheshire Association of Local Councils (ChALC)

- ChALC Weekly Bulletin - 13, 20, 27 September 2018; 4, 11, 18, 25 October 2018; 1, 9 November 2018.
- Vacancy - Temporary Finance Officer at Alsager Town Council.
- Information request to Local Council schemes supporting vulnerable residents.
- Cheshire West & Chester Council - Code of Conduct Training.
- Relaunch of ChALC website.
- Invitation for Chairman to attend afternoon tea with Cheshire East Council Mayor.

Cheshire East Council

- Traffic Management LAP Reports - 13, 20 September 2018; 12, 18, 25 October 2018; 1, 8 November 2018.
- Connected Communities Newsletter - September/October 2018; Call for articles November/December 2018.
- Neighbourhood Planning Fortnightly Update - 21 September 2018; 5 October 2018.
- Spatial Planning Update - September 2018.
- Invitation to submit filming venues.
- Local Plan Engagement.
- 'Connected to people' - Integration Strategy Conference - 24th September 2018.
- Local Information - Congleton / Holmes Chapel.
- Local Information - Congleton / Macclesfield.

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- New Homes Bonus Presentation Information.
- Local Information - Holmes Chapel / Sandbach / Congleton.
- Cheshire East Remembrance Event at Tatton Park.
- Cheshire East Borough Council (Nether Alderley - Alderley Park No.3) Tree Preservation Order 2018.
- Knutsford Regulation 16 Neighbourhood Plan Consultation - 12/10/18 - 23/11/18.
- Congleton Regulation 16 Neighbourhood Plan Consultation - 12/10/18 - 23/11/18.
- HS2 Information events.
- Alsager neighbourhood area modification consultation - 16/10/18 - 27/11/18.
- Middlewich Regulation 16 Neighbourhood Plan Consultation - 19/10/18 - 30/11/18.
- Cheshire East Council Pre-Budget Consultation 2019-22 - Press Release.
- Mayor's Charity Ball - 24/11/18.
- New Homes Bonus - Update on Funding Scheme.
- New Homes Bonus Community Fund now open for applications.
- Notification of provisional tax base and precept arrangements 2019/20.
- Crewe Hub Station Area Action Plan: Issues Consultation. (Closes 05/12/18)

Cheshire East Council - Temporary Road Closures / Restrictions

- Poynton Street, Macclesfield from the junction with Chester Road to the junction with Longacre Street - 29/09/18.
- Barnard Close, Macclesfield for the full extent - 17-18/09/18.
- Thirlmere, Macclesfield for its full extent - 18-19/09/18.
- Buxton Old Road, Disley from the junction with Mudhurst Lane for approximately 250 metres - 16/09/18.
- Oak Road, Prestbury from the junction with Withinlee Road for approximately 200 metres - 22-24/09/18.
- Buxton Road, Macclesfield from Canal Bridge to Black Road - 18/11/18.
- Park Mount Drive, Macclesfield for its full extent - 20-21/09/18.
- Park Mount Drive, Macclesfield for its full extent - 24-25/09/18.
- Park Mount Drive, Macclesfield for its full extent - 24-28/09/18.
- Roundy Lane, Adlington from the junction with Springbank Lane to the Junction with Pedley Hill - 06/12/18.
- Park Mount Drive, Macclesfield for its full extent - 20-21/10/18.
- Park Mount Drive, Macclesfield for its full extent - 24-25/10/18.
- Ryle Street, Macclesfield from the junction with Hobson Street to the junction of Peel Street - 12/10/18 - 02/11/18.
- Dane Bank Drive, Disley for its full extent - 29/10/18 - 02/11/18.
- Clarke Lane, Sutton from West Entrance to Macclesfield Forest to the junction with Ridgeway Road - 22-24/10/18.
- Crag Hall Lane, Wildboarclough - approximately 50m either side of the bridge - 19-30/10/18.
- Wood Lane South, Adlington from junction with Schoolfold Lane for approximately 250 metres - 30/10/18 - 05/11/18.
- London Road South, Poynton outside properties 37 and 39 - 28/10/18 - 06/11/18.
- Waterhouse Avenue, Bollington for the full extent - 05/11/18.
- Moss Lane, Bollington from the junction to Moss Brow to outside number 8 Moss Lane - 19-23/11/18.
- Manley Road, Macclesfield for its full extent - 24-26/10/18.
- Flash Lane, Bollington for its full extent - 29/10/18 - 02/11/18.
- Shrigley Road, Bollington from the junction to Simpson Lane to outside Oak Tree Cottage - 19-21/11/18.
- Peover Lane, Snelson for its full extent - 06-12/11/18.
- Rainow Road, Bollington from its junction of Rainow Road for approximately 180m - 30-31/10/18.
- Lower Lea, Disley for the full extent - 18/11/18.
- B5181 Churchill Way, Macclesfield from the junction with Churchill Way roundabout to the junction with King Edward Street - 05-06/11/18.
- Pritchards Lane, Bosley for its full extent - 14/11/18.
- Waters Green, Macclesfield from approximately 50m either side of the rail bridge - 03-08/11/18.
- Woodhouse Lane, Gawsworth - 07-15/01/19.
- Chiltern Avenue, Macclesfield - 28/01/19 - 11/02/19.
- Moss Brow, Bollington from the junction with Bollington Road to outside number 2 Moss Brow - 17/11/18.
- Buxton Road, Gawsworth Ward, Macclesfield, SK11 0PU from the junction with Brooks Lane to the entrance of Dawsons - 10-12/11/18.
- Buxton Road, Wincle from the entrance to Dawson to the junction with Hollin Lane - 12-13/11/18.
- Buxton Road, Wincle from the junction of Hollin Lane to outside the Rose and Crown Public House - 14-16/11/18.

Other Correspondence

- Cheshire Police - 19/10/18 - Stakeholder Bulletin; 24/10/18 - Warning after distraction thieves target shop workers; 26/10/18 - Stakeholder Bulletin; 30/10/18 - Cheshire Neighbourhood Watch Association AGM - 7th November, 2018.
- Manchester Airport - 02/10/18 - Outreach Event dates; 31/10/18 - Community Newsletter.

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- Community & Voluntary Services - 17/09/18 - e-Bulletin; 29/09/18 - Spotlight e-Bulletin; 12/10/18 - e-Bulletin; 26/10/18 - e-Bulletin; 05/11/18 - GRIPP Digital Spotlight Seminar Series; 09/11/18 - e-Bulletin.
- Information Commissioner's Office - Newsletter - October 2018; November 2018.
- Age UK - Newsletter - September 2018; October 2018.
- Royal Mail - Scam Mail information.
- Nantwich Town Council - Modern Slavery Awareness Event.
- Cheshire East Resident - Independent Group call for change at Cheshire East Council.
- Minshull Vernon & District Parish Council - Vacancy for a Clerk.
- Chelford Parish Council - Neighbourhood Plan Regulation 14 Consultation. (Closes 11/12/18)
- Came & Company - Council Matters Newsletter.
- NatWest Bank plc - Tips to boost your business.
- Connecting Cheshire - Fibre broadband rollout update.

APPENDIX D

OUTSTANDING PLANNING APPLICATIONS & RECENT PLANNING DECISIONS

Application Reference	Location	Proposed Development	Cheshire East Council Decision
16/1420M (23/03/16)	Garage site at eastern end of Ashbrook Road, Over Alderley.	Demolition of existing garages and construction of 5 no. 2 bed 4 person houses within curtilage parking and additional parking for use by visitors.	06/10/17 - Recommendation of approval subject to legal agreement and conditions.
17/0530M (07/02/17)	Alderley Park, Congleton Road, Nether Alderley. SK10 4TJ	Reserved matters application for demolition of existing waste transfer station and redevelopment for a Full-Sized Sports Pitch (Use Class D2) including ground engineering works, erection of site boundaries and landscaping.	
18/0868M (28/02/18)	Land to north and south of Lower Courtyard Buildings, Alderley Park, Congleton Road, Nether Alderley. SK10 4TF	Application for approval of reserved matters (access, appearance, landscaping, layout and scale) (following the grant of planning permission reference 15/5401M) to secure approval for different house types to the south of the lower courtyard buildings without podium car parking and for alternative car parking layout to land north of the lower courtyard buildings.	
18/2585M (30/05/18)	Land South of Dunge Farm, Macclesfield Road, Over Alderley. SK10 4SN	Proposed erection of agricultural building and track, alteration of site levels (part retrospective) and associated landscaping works.	Currently scheduled for Strategic Planning Board - 21/11/18.
18/3263M (12/07/18)	Baguley Farm, Hocker Lane, Over Alderley. SK10 4SB	Installation of a ground mounted 12kW solar PV system in the field adjacent to the property.	09/10/18 - Refused.
18/3571M (25/07/18)	Lower Yew Tree Farm, Birtles Lane, Over Alderley. SK10 4RY	Variation of Condition 2 on Approval 17/4030M for demolition of existing dwelling & outbuildings and replacement with new dwelling and outbuildings.	10/09/18 - Refused.
18/4728M 18/4729M (25/09/18)	Birtles Farm, Hocker Lane, Over Alderley. SK10 4SB	Restoration and refurbishment of listed building, demolition of brick lean-to and steel portal frame building, with extension and conversion of listed building to residential dwelling as enabling works (resubmission of application reference 18/0831M).	

NEW PLANNING APPLICATIONS - None.