

OVER ALDERLEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD

MONDAY 18TH SEPTEMBER, 2017 at 7:45 p.m.

at OVER ALDERLEY & BIRTLES READING ROOM, BIRTLES LANE, OVER ALDERLEY.

PRESENT - Councillors: S. Clarke (Chairman), D. Burns, D. Caplin.
Members of Public (1).
Cheshire East Borough Councillor P. Findlow.
Dr. E. M. Maddock - Clerk & Responsible Financial Officer.

1. **APOLOGIES FOR ABSENCE** - Councillor J. Venables - Work commitments.
Councillor J. Potts - On holiday.
Councillor S. Wren - Unwell.

Decision a) To receive and approve the apologies for absence as listed above.

No apologies were received from Councillor I. Beaumont who was absent from the meeting.

2. **DECLARATIONS OF INTEREST** - Dr. E. M. Maddock - Item 14(i) - Clerk & Responsible Financial Officer.

3. **MINUTES** -

- i) The Minutes of the Parish Council Meeting held 17th July, 2017 had been previously circulated to all Members.

- 25/17 **Resolved** a) That the Minutes of the Parish Council Meeting held 17th July, 2017 be confirmed as a correct record and signed by the Chairman.

Proposed Councillor D. Burns

Seconded Councillor D. Caplin

All in favour

4. **PUBLIC FORUM FOR QUESTIONS** -

- i) A resident provided background information relating to planning application 17/3869M (Rosner, Hocker Lane). The resident is looking to improve the appearance and energy efficiency of the property, however, is mindful of the need to minimise impact on nearby listed properties. The proposals do not involve the demolition of the existing dwelling.

7:55p.m.- One member of the public excused themselves from the meeting and left.

5. **REPORTS FROM EXTERNAL ORGANISATIONS** -

- i) **Macclesfield Local Policing Team** - No members of the Policing Team were present at the meeting.
ii) **Cheshire East Ward Member** - (This item was deferred to after Item 12 as Councillor P. Findlow had not yet arrived due to attending another meeting.) Councillor P. Findlow reported that he had been pursuing the detail of planning enforcement investigations in respect of activities on land at Macclesfield Road. It appears that some aspects fall within the remit of Cheshire East Council whilst others fall within the remit of the Environment Agency.

6. **FINANCE** -

- i) **Financial Statement 2017/18 as at 18th September, 2017 - Appendix A.**

The Clerk presented the financial statement 2017/18 which was unanimously accepted.

- ii) **To authorise the following payments** -

- a) Direct Debit United Utilities £54.71 Water charges 12/04/17 - 17/07/17.
b) Cheque No. 000282 BT £1.00 Purchase of telephone kiosk.

- iii) **Receipts** - the Clerk reported that the following receipts had been received since 1st July, 2017:

- a) Cheshire East Borough Council £1,375.00 Precept 2017/18 (50%).

- 26/17 **Resolved** a) That the Statement of Account, as at 18th September, 2017 be received and the Clerk's observations duly noted.

b) That the schedule of 2 payments be approved and duly authorised.

c) That the report on receipts since 1st July, 2017 be received and duly noted.

Proposed Councillor D. Caplin

Seconded Councillor D. Burns

All in favour

- iv) **External Audit 2016/17** - The Clerk reported that the External Audit report had identified no items of non-compliance and that no further action is necessary. The Clerk also reported that the Notice of Conclusion of Audit 2016/17 had been displayed in accordance with statutory requirements. In addition, no charges had been incurred by the External Audit 2016/17.

- 27/17 **Resolved** a) That the actions of the Clerk & Responsible Financial Officer, in displaying the Notice of Conclusion of Audit 2016/17, be confirmed.

b) That the External Auditor's Certificate and report be received and duly noted.

Proposed Councillor S. Clarke

Seconded Councillor D. Burns

All in favour

- v) **Bank Signatories** - The Clerk reported that, at present, there are three authorised signatories to the Parish Council bank accounts and that these should be reviewed.

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Decision a) That a review of bank signatories be undertaken at the next meeting.

7. CORRESPONDENCE -

- i) **To consider specific correspondence received by the Parish Council since the date of the last ordinary meeting and to determine such action as Members consider appropriate in relation thereto:**

a) Manchester Airport - Concert tickets.

Decision a) That no action be taken in respect of this item.

b) ChALC - Notice of Annual Meeting - Thursday 19th October, 2017.

Decision a) That no Members were available to attend the above meeting.

- ii) **To note items of correspondence received since the date of the last ordinary meeting.**

(Appendix B)

Decision a) To receive and note the correspondence received.

8. PLANNING APPLICATIONS -

- i) **To receive the latest planning schedule and discuss new applications - Appendix C.**

Members noted the recent planning decisions and considered the new applications received.

17/3869M - Members considered that the proposed development would improve the appearance of the property.

17/3987M & 17/4607M - Members did not raise an objection to the proposed development.

17/4030M - It was considered that the proposed development would have minimal impact on nearby residents.

17/4716M & 17/4717M - Members considered that the precedent for this style of development had already been set, therefore, no objections were raised to the proposed development.

17/4659D - Members had no objections to the proposed positions of the bird boxes.

Decision a) That no objections be raised to the above planning applications.

- ii) **Ashbrook Road Development Update** - The Clerk reported that Peaks & Plains Housing Trust had indicated that it was expected that the planning application was to be approved, however, the Clerk had not received confirmation of this from Cheshire East Council.

- iii) **Activities on land at Macclesfield Road** - The Clerk reported that Cheshire East Council had visited the site and were monitoring activities. It was reported that the activities were associated with the development of an agricultural building at the site. Cheshire East Council also understand that exemption certificates had been issued in respect of the movement of material to and from the site.

8:20p.m. - Councillor P. Findlow joined the meeting.

9. MEMBER REPORTS -

- i) **Over Alderley Primary School Charity** - Borough Councillor P. Findlow reported that the Head of Asset Management at Cheshire East Council has offered to attend the next meeting of the Parish Council to provide an update on the sale of the former Primary School site. Progress appears to be being made at present and a meeting of the Trustees has been held.

Decision a) That the Head of Assets at Cheshire East Council be invited to attend the next meeting of the Parish Council to provide an update on the sale of the former Primary School site.

- ii) **Superfast broadband** - The Clerk reported that a new resident of the Parish is currently investigating the viability of providing an improved internet service to the Parish through ViSPA. It is hoped that a representative of ViSPA can attend a future meeting of the Parish Council to provide further information.

Decision a) That the resident be given opportunity to invite a representative of ViSPA to a future meeting of the Parish Council.

- iii) **Adoption of Telephone Kiosk at School Lane** - The Clerk reported that BT has now agreed the terms of the purchase contract. Work is still ongoing to secure appropriate services to refurbish the kiosk.

28/17 **Resolved a)** That the contract to purchase the telephone kiosk at School Lane be approved and signed.

Proposed Councillor S. Clarke

Seconded Councillor D. Caplin

All in favour

10. ASHBROOK ROAD ALLOTMENTS UPDATE -

- i) It was reported that one allotment holder has given notice to quit their allotment, however, a future tenant of the plot has already been identified. It was reported that the new tenant of the previously vacant plot has raised concern regarding material on the site. Members understood that there were a small number of items which had been used for allotment management by the previous tenant which had been left for the benefit of the new tenant. It was considered that if these materials did not meet the needs of the new tenant then, upon completion of the Agreement and payment of the deposit and annual rent, such items can be disposed of, by the tenant, as considered necessary.

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Decision a) That the Clerk proceed to re-let the newly vacant plot and follow up the letting of the previously vacant plot.

11. HIGHWAY MAINTENANCE & ENHANCEMENTS -

i) To receive an update on highway matters reported from the last meeting -

- Water main leak outside Over Alderley & Birtles Reading Room - work has now been undertaken to improve the reinstatement of the highway at this location.
- Pothole on Macclesfield Road between Trugs Farm and Lower Harebarrow Farm - no update.
- Pothole on Macclesfield Road near to junction with Dirty Lane - no update.
- Depressions on School Lane (outside No.2) - no work has been undertaken, however it was noted that the area was flooded again during recent wet weather.

To receive highway matters for attention from Members -

- Pothole outside Smithy Cottage, Macclesfield Road - this is a large pothole which collects water during wet weather. The location of the pothole is a hazard to highway users who, to avoid the pothole, are forced to encroach onto the oncoming carriageway. The impact of this pothole is also causing structural problems to the boundary wall of the nearby property.

Decision a) That the Clerk report the above highway issues to Cheshire East Council.

12. MATTERS FOR INCLUSION ON NEXT MEETING AGENDA -

- i) Co-option of New Councillor. Councillor S. Clarke reported that she had received a resignation from position of Parish Councillor from Councillor S. Wren. The Clerk advised that Cheshire East Council would need to be notified of the vacancy prior to the Parish Council proceeding with a co-option process.

13. DATE OF NEXT MEETING - 20th November, 2017 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.

29/17 **Resolved** a) That the public and press be excluded from the following item of business on the grounds that it could involve the likely disclosure of exempt information.

Proposed Councillor S. Clarke

Seconded Councillor D. Burns

All in favour

8:40p.m. - Borough Councillor P. Findlow and the Clerk left the meeting.

14. MATTERS FOR CONSIDERATION INCLUDING THOSE TRANSFERRED FROM ABOVE ITEMS -

- i) Clerk & Responsible Financial Officer - Salary Review.

30/17 **Resolved** a) That, having regard to the terms of the Contract of Employment, approval be given for the Clerk's salary to be remunerated in accordance with SCP 24 for 1.5 hours per week with effect from 17th July, 2017.

Proposed Councillor S. Clarke

Seconded Councillor D. Burns

All in favour

The Clerk was invited back to the meeting room and advised of the decision of the Council.

The meeting was declared closed by the Chairman at 8:45p.m.

Signed: _____

Approval Date - 20th November, 2017

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APPENDIX A

Financial Statement - 2017/18 as at 18 September 2017					
Actual 2016/17 £.	Details	2017/18 Budget £.	Actual to Jul. 17 £.	Agenda Sep. 17 £.	Budget Balance £.
	Receipts				
2,500.00	Precept	2,750.00	1,375.00	1,375.00	0.00
0.00	Balances	0.00	0.00		0.00
0.85	Investment Interest	0.00	0.06		0.00
0.00	Sale of Assets	0.00	0.00		0.00
31.00	Grants, Donations & Refunds	0.00	0.00		0.00
123.68	Allotment Fees	0.00	30.70		0.00
136.73	V.A.T. Refund	0.00	38.02		30.43
2,792.26	Total Receipts	2,750.00	1,443.78	1,375.00	30.43
	Payments				
569.09	Salary (Clerk)	581.00	0.00		581.00
0.00	National Insurance (Employer)	0.00	0.00		0.00
110.70	Allowances (Clerk)	105.00	0.00		105.00
0.00	Chairman/Member Allowances	0.00	0.00		0.00
24.04	Administration	30.00	0.00		30.00
95.00	Audit Fees (internal & external)	110.00	98.00		12.00
253.00	Insurance	285.00	0.00		285.00
1,000.00	Grant - Over Alderley & Birtles Reading Room	1,000.00	0.00		1,000.00
192.55	s.137 Donations	200.00	0.00		200.00
84.21	Allotments - Water Charges	100.00	8.53	45.59	45.88
123.55	Subscriptions/Affiliation Fees	130.00	88.55		41.45
60.00	Room Hire	100.00	0.00		100.00
0.00	Notice Board Maintenance	50.00	0.00		50.00
0.00	Contingency	59.00	0.00	1.00	58.00
38.02	V.A.T.		21.31	9.12	
2,550.16	Total Payments	2,750.00	216.39	55.71	2,508.33

Cash/Bank Reconciliation	01/04/17	17/07/17	18/09/17	31/03/18
Balance B/Fwd.	3,187.82	3,187.82	4,415.21	5,734.50
Add Total Receipts	0.00	1,443.78	1,375.00	30.43
Less Total Payments	0.00	-216.39	-55.71	-2,508.33
Balance C/Fwd.	3,187.82	4,415.21	5,734.50	3,256.60
Cumulative Balances	Balance	Balance	Balance	Balance
	01/04/17	17/07/17	18/09/17	31/03/18
General Funds	3,187.82	4,415.21	5,734.50	3,256.60
Earmarked Reserves	0.00	0.00	0.00	0.00
	3,187.82	4,415.21	5,734.50	3,256.60

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CASH/BANK RECONCILIATION AS AT - 18 September, 2017

CASH

Balance Brought Forward 01/04/17	
Current Account	706.40
Business Reserve Account	2,481.42
Plus Receipts	2,818.78
	<hr/>
	6,006.60
Less Payments	272.10
Balance Carried Forward 18/09/17	<hr/> <u>5,734.50</u>

BANK (Natwest)

Business Reserve Account -	2,481.48	05/07/17
Add income/transfer received since above Statement	<hr/>	
	0.00	
Less unrepresented cheques	<hr/>	
	0.00	
	<hr/>	2,481.48 18/09/17
Current Account -	3,254.02	05/09/17
Add income received since above Statement	<hr/>	
	0.00	
	<hr/>	0.00
Less unrepresented cheques/ Transfer		
For Approval	-55.71	
Less Payment already made	<hr/> 54.71	
	<hr/>	-1.00
		3,253.02 18/09/17
Total Bank Balances 18/09/17		<hr/> <u>5,734.50</u>

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APPENDIX B

CORRESPONDENCE

Cheshire Association of Local Councils (ChALC)

- ChALC Weekly Bulletin - 6, 13, 20, 27 July 2017; 3, 11, 17, 24 August 2017.
- Digital Engagement and Social Media Seminar - 05/09/17. [Reminder: 07/08/17]
- Reminder: Transparency Code Funding.
- Reminder: The Council and the Community training - 13/09/17.
- Local Excellence Awards 2017.

Cheshire East Council

- Traffic Management LAP Reports - 6, 13, 20, 27 July 2017; 3, 10, 18, 24, 31 August 2017; 7 September 2017.
- Connected Communities Newsletter - 4 August 2017; 18/08/17 - Call for articles.
- Neighbourhood Planning Drop In Sessions - 19, 26 July 2017.
- Neighbourhood Planning Fortnightly Update - 7, 21 July 2017; 3, 18 August 2017; 1 September 2017.
- Spatial Planning Update - June 2017; July 2017.
- Supported Bus Service Review Consultation - Reminder.
- Somerford Neighbourhood Plan Regulation 16 Consultation.
- Hulme Walfield and Somerford Booths Neighbourhood Plan Regulation 16 Consultation.
- Update re: Local Plan Strategy adoption.
- Adoption of the Cheshire East Local Plan Strategy Development Plan Document.
- Local Flood Risk Management Strategy Consultation - 16/08/17 - 27/09/17.
- Grant funding for Rural Businesses in Cheshire East.
- Connected to Decision Making Event - 31st October, 2017.

Cheshire East Council - Temporary Road Closures / Restrictions -

- Water Street, Macclesfield outside number 16 - parking bay suspension - 24-27/07/17.
- Westminster Road, Macclesfield from the junction with King Edward Road for its full extent - 03/08/17.
- Styal Road, Wilmslow from the junction with Lacy Green to Styal Prison - 24/07/17 - 03/09/17.
- Moss Lane, Macclesfield from junction with Turf Lane to junction with Moss Bower Road - 24/07/17 - 04/08/17.
- Well Lane, Bollington from junction with Kerridge Road to junction with Swanscoe Lane - 28/07/17 - 03/08/17.
- Oxford Road, Macclesfield from the junction with Chester Road for approximately 100 metres - 24/08/17.
- Woodhouse End Road, Macclesfield from approx 50m either side of the Royal Oak Swingbridge - 08/08/17.
- Byrons Lane, Sutton from the junction with Bullocks Lane to the junction with Jarman - 21/08/17.
- Victoria Road, Macclesfield from the junction with Prestbury Road to the entrance to Macclesfield District General Hospital - 03/09/17.
- Grimshaw Lane, Bollington from the junction Clough Road to the junction with Field Close - 31/08/17 - 04/09/17.
- Green Street, Macclesfield from junction with Buxton Road for approximately 60 metres - 11-15/09/17.
- Wilton Crescent, Macclesfield approximately 50 metres either side of the junction with Tenby Road - 12-15/09/17.
- Whirley Road, Macclesfield from the junction with Chelford Road to the junction with Jasmine Avenue - 09-10/09/17.

Cheshire Emergency Services

- Police & Crime Commissioner - Our conversation on policing and crime.

Other Correspondence

- Healthwatch Cheshire East - 27/07/17 - Employment opportunities.
- Manchester Airport - 24/08/17 - Community News; 24/08/17 - Invitation to Manchester Airport Town/Parish Council Meetings.
- Community & Voluntary Services - 07/07/17 - e-Bulletin; 14/07/17 - The Voice newsletter; 21/07/17 - e-Bulletin; 04/08/17 - e-Bulletin; 11/08/17 - The Voice Newsletter; 18/08/17 - e-Bulletin; 25/08/17 - Training News; 01/09/17 - e-Bulletin; 08/09/17 - The Voice Newsletter; 08/09/17 - e-Bulletin.
- Information Commissioner's Office - Newsletter - July 2017; August 2017; September 2017.
- North West Air Ambulance Service - Fund raising campaign.
- Ricochet - BBC2 repairing community/family heirlooms.
- Peak and Northern Footpaths Society - Invitation for affiliation to the society.

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APPENDIX C

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.	
16/6131M (20/12/16)	Oak Lea, Birtles Lane, Over Alderley. SK10 4RY	Raise existing roof to form habitable space in existing loft with proposed roof dormers and single storey rear extension.	
17/0210M (20/01/17)	Alderley Park, Congleton Road, Nether Alderley. SK10 4TJ	Listed buildings consent for alterations and refurbishment to upper courtyard building.	08/09/17 - Approved with 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.	
17/1058M (27/02/17)	Dickens Farm, Mottram Road, Alderley Edge. SK9 7JF	Replacement dwelling with basement leisure facilities and garaging and retention of part of existing outbuilding and associated works.	19/07/17 - Approved with Conditions.
17/2716M (01/06/17)	Hare Hill Hall, Prestbury Road, Over Alderley. SK11 4PY	Listed Building Consent to reposition welcome building and reconfigure fence line to allow for disabled access due to existing site levels. Remove approved contrasting cladding beneath windows and above doors on welcome building. Retain bricked up opening and replace two windows with roof lights on north elevation of back sheds.	26/07/17 - Approved with Conditions.
17/2752M (06/06/17)	Kings School Pavilion, Alderley Road, Prestbury. SK10 4RH	Variation of condition 2 on approval 15/4286M - Construction of a new school comprising classrooms, libraries and supporting facilities together with additional playing fields and various associated outbuildings, infrastructure, car parking and access.	11/08/17 - Approved with Conditions.
17/2954M (09/06/17)	Higher Yew Tree Farm, Birtles Lane, Over Alderley. SK10 4RY	Part-demolition of (and associated alterations to) barns and revised driveway.	15/08/17 - Approved with Conditions.
17/2962M (19/06/17)	Garden Lodge, Oak Road, Mottram St. Andrew. SK10 4QB	Installation of a below ground (buried) 1200 litre LPG tank in the garden of Garden Lodge.	08/08/17 - Approved with Conditions.
17/3730M (24/07/17)	The Wall House, Chelford Road, Henbury. SK10 4RS	Proposed conversion of an attached barn into living accommodation; extensions and alterations to the existing dwelling; formation of dependent relatives living accommodation; reinstatement of tennis court and the construction of a tennis pavilion.	
17/3869M (31/07/17)	Rosner, Hocker Lane, Over Alderley. SK10 4SB	Extensive eco renovation and roof extension.	

NEW PLANNING APPLICATIONS

Application Reference	Location	Proposed Development	Consultation Deadline
17/3987M (07/08/17)	Birtles Farm, Hocker Lane, Over Alderley. SK10 4SB	Certificate of lawful proposed development and extensions.	19/09/17
17/4030M (09/08/17)	Lower Yew Tree Farm, Birtles Lane, Over Alderley. SK10 4RY	Demolition of existing dwelling and outbuildings and replacement with new dwelling and outbuildings (resubmission).	19/09/17
17/4607M (13/09/17)	Birtles Farm, Hocker Lane, Over Alderley. SK10 4SB	Extension to the farm house.	11/10/17
17/4716M 17/4717M (15/09/17)	Prospect Barn, Higher House Farm, Hocker Lane, Over Alderley, SK10 4SD	Proposed kitchen extension and interior alterations.	19/10/17
17/4659D (18/09/17)	Higher Yew Tree Farm, Birtles Lane, Over Alderley.	Discharge of Conditions 6 & 8 on approved application 17/2954M.	09/10/17