

OVER ALDERLEY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD

MONDAY 21ST SEPTEMBER, 2015 at 7:45 p.m.

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

PRESENT - Councillors: J. Potts (Chairman), D. Burns (Vice Chairman), S. Clarke, S. Wren.
Members of Public (1).
Cheshire East Borough Councillor P. Findlow.
Sergeant P. Brazendale & PCSO J. Lee - Macclesfield North & Poynton Policing Team.
Dr. E. M. Maddock - Clerk & Responsible Financial Officer.

Councillor J. Potts introduced the newly appointed Clerk & Responsible Financial Officer to the Parish Council and extended a vote of thanks to Councillor S. Clarke for the work she had done during her period as Clerk.

1. **APOLOGIES FOR ABSENCE** - Councillor D. Caplin - Work commitments.

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

No apologies were received from Councillor J. Venables who was absent from the meeting.

2. **DECLARATIONS OF INTEREST** -

i) Dr. E. M. Maddock - Agenda Item 14(i) - Clerk & Responsible Financial Officer.

Item 5(i)(b) was brought forward to this point in the meeting.

3. **MINUTES** -

i) The Minutes of the Parish Council Meeting held 29th June, 2015 had been previously circulated to all Members. Councillor S. Clarke did not participate in the vote as she had prepared the Minutes.

01/15 **Resolved** a) **That the Minutes of the Parish Council Meeting held 29th June, 2015 be confirmed as a correct record and signed by the Chairman.**

Proposed Councillor J. Potts

Seconded Councillor S. Wren

All in favour

4. **PUBLIC FORUM FOR QUESTIONS** - (This item was deferred until after Item 13)

i) A resident expressed concern regarding the sale of a property on Ashbrook Road owned by Peaks & Plains Housing Trust bearing in mind the recent interest expressed in building additional properties at the Ashbrook Road garage site. It appears that these actions are consistent with current policy and may form part of the economic business plan to allow further properties to be built. The matter of development of the garage site is still on-going.

5. **REPORTS FROM EXTERNAL ORGANISATIONS** -

i) **Macclesfield North & Poynton Policing Team** -

a) **Operation Shield** - The Clerk reported that a crime prevention initiative has been launched by Cheshire Police aimed at rural communities. The scheme encourages home owners to mark valuable items, which are most frequently stolen during a burglary, with a traceable liquid. These items can then be traced should they be found in possession of anyone arrested for such an offence or during searches for stolen property.

b) **Other matters of interest/concern within the Parish** - Sergeant P. Brazendale and PCSO J. Lee introduced themselves to the meeting and outlined recent changes to the Policing structure within the area. Members expressed concern regarding the safety of highway users (motorists, pedestrians and cyclists) along Macclesfield Road and Birtles Lane due to the perceived speeds of vehicles using these routes. It was agreed that the Police would endeavour to carry out speed monitoring along these roads using a Speed Indicator Device (SID) and report the results to the Parish Council in due course.

ii) **Cheshire East Ward Member** - Borough Councillor P. Findlow had nothing to report.

6. **CORRESPONDENCE** -

i) **To consider 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) **ChALC - Annual Meeting 2015 - 29th October, 2015.**

Decision a) To note that the Clerk will be attending the meeting, however should any Member also wish to attend to let the Clerk know so that places can be booked.

b) **ChALC - Transparency Code Funding for Local Councils with turnover less than £25,000** - The Clerk reported that it was now necessary for the Parish Council to publish certain information online. Notification had been received of a national grant available, by application to ChALC, to assist with the costs of reaching compliance with the Transparency Code.

02/15 **Resolved** a) **That the Clerk be authorised to develop a website using a free of charge web domain on behalf of Over Alderley Parish Council for the publication of information required under the Transparency Code.**

b) **That the Clerk be authorised to submit the 'Transparency Fund for Smaller Authorities - Funding Application Form' to CHALC to meet the time and equipment costs of developing the website and publishing the required information.**

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Proposed Councillor S. Wren

Seconded Councillor J. Potts

All in favour

ii) **To receive and note correspondence received since the date of the last ordinary meeting:** (Appendix A)

Decision a) To receive and note the correspondence received.

7. PLANNING APPLICATIONS -

i) **Planning applications for consideration:**

- a) 15/3375M The proposals are for improvement works to the visitor facilities and open space at Hare Hill Gardens. This includes improvements to the car park, a new welcome building, new pedestrian routes, reinstatement of the demolished sections of the original backsheds area adjacent to the walled garden and an overall improvement of the landscape quality and visitor experience. (Also Application Ref: 15/3376M - Listed Building consent for the above proposal)

Decision a) To note that the above planning application has been approved with conditions.

- b) 15/3777M Proposed Menage - Land To The West Of Slade Lane, Over Alderley.

Decision a) That no comment be submitted in respect of the above planning application.

- c) 15/3940M Removal of Condition 7 (relating to Bats) on Application 14/2570M - Removal of condition 6 (further extensions) attached to planning application 12/1317M. Replacement dwelling incorporating adjoining barn including associated parking and landscape scheme - Edge House Farm, Macclesfield Road, Over Alderley, Macclesfield. SK10 4UD

Decision a) That no comment be submitted in respect of the above planning application.

- d) 15/3971M Replacement leisure building, replacement conservatory and flat roofed link between leisure building and house - Dickens Farm, Mottram Road, Alderley Edge. SK9 7JF

Decision a) That no comment be submitted in respect of the above planning application.

ii) **To note the following Planning Decisions by Cheshire East Council since the last meeting:**

- a) 15/1926M Single storey conservatory to rear of property. Repositioning of awning across the rear elevation to the property - Birtles House, Birtles Lane, Over Alderley. SK10 4RU - Approved with Conditions (08/07/15)
- b) 15/1936M Listed Building Consent Construction of a single storey conservatory to the rear of the property. Remove existing french doors and increase the structural opening size. Reposition an existing awning on the rear face of the building - Birtles House, Birtles Lane, Over Alderley. SK10 4RU - Approved with Conditions (09/07/15)
- c) 15/2550M Prior Approval of Conversion of Agricultural Building for Sheep and Implements Store into a single dwelling house - Land off Wrigley Lane, Over Alderley - Refused. (15/07/15)
- d) 15/2880M Non-material amendment to planning application 14/2380M. Replacement dwelling with detached triple garage & stable block (Amendment to previous approval 13/2742M) - Finlow Hill, Finlow Hill Lane, Over Alderley. SK10 4UG - Approved with Conditions (28/07/15)

Decision a) To receive and note the above planning decisions issued by Cheshire East Council.

8. FINANCE -

i) **Financial Statement 2015/16 as at 21st September, 2015 -**

(Appendix B)

The Clerk presented the financial statement 2015/16 which was unanimously accepted.

ii) **To authorise the following payments** - the Clerk outlined the basis of the following payment:

- a) Cheque No. 000265 United Utilities £37.74 Water Charges 16/04/15 - 23/07/15.

iii) **Receipts** - the Clerk reported that the following receipt had been received since 1st April, 2015:

- a) Cheshire East Borough Council £1,000.00 Precept 2015/16 (50%).

03/15 Resolved a) **That the Statement of Account, as at 21st September, 2015 be received and the Clerk's observations duly noted.**

b) **That the schedule of 1 payment be approved and duly authorised.**

c) **That the report on receipts since 1st April, 2015 be received and duly noted.**

Proposed Councillor S. Clarke

Seconded Councillor J. Potts

All in favour

iv) **Payments to United Utilities** - The Clerk requested that Members consider the merits of transferring payments to United Utilities to Direct Debit.

04/15 Resolved a) **That the Clerk be authorised to arrange for payments to United Utilities to be made by Direct Debit.**

Proposed Councillor S. Wren

Seconded Councillor S. Clarke

All in favour

v) **Banking Arrangements - To review authorised signatories** - The Chairman explained that it was now necessary to authorise the newly appointed Clerk & Responsible Financial Officer to manage the banking arrangements.

05/15 Resolved a) **That that the Clerk & Responsible Financial Officer, Dr. Elizabeth M. Maddock, be authorised to manage banking arrangements as an authorised signatory to the accounts held at NatWest Bank plc.**

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- b) **That all Members, not currently elected to Over Alderley Parish Council, be removed from the list of Authorised Signatories at NatWest Bank plc.**

Proposed Councillor J. Potts

Seconded Councillor S. Wren

All in favour

- vi) **External Audit 2014/15** - There was nothing to report as the External Audit Report had not yet been received.
- vii) **Budget 2016/17** -
- a) **To consider special items for inclusion in the 2016/17 budget** - The Clerk reported that the draft 2016/17 would be presented at the next meeting, therefore, if any Member had any special items for inclusion that they should advise the Clerk as soon as possible.
- b) **To consider estimates required for 2016/17 budget** - The Clerk requested that any Member in possession of any estimates relating to Parish Council matters should make these known to the Clerk as soon as possible to assist the with budget preparation.

9. MEMBER REPORTS -

- i) **Over Alderley Primary School Charity** - Councillor D. Burns reported that there was no further progress to report. Borough Councillor P. Findlow reported that negotiations regarding legal fees were ongoing.
- ii) **Mottram superfast broadband** - There was nothing to report.

10. LOCAL SERVICE DELIVERY -

- i) **Ashbrook Road Allotments** - It was reported that the currently vacant plots are presently overgrown. No local residents have come forward to occupy the plots, however, it was suggested to offer them free of charge for one year to an individual willing to clear the site. Should no local resident be interested then it may be possible to secure a tenant from Alderley Edge who, currently, have an allotment waiting list.

Decision a) That Councillor S. Wren advertise the vacant allotments on the Parish notice board.

11. HIGHWAY MAINTENANCE & ENHANCEMENTS -

- i) **Pot hole, Baguley Lane (Report Ref: 3231502)** - It was noted that Cheshire East Council have assessed the hole but do not consider that action is necessary.
- ii) **B5087 Route Review** - This was discussed at Item 5(i)(b).
- iii) **Parking in vicinity of Varden Town Cottages** - There was nothing to report.
- iv) **To receive highway matters for attention from Members** - None.

12. MATTERS FOR INCLUSION ON NEXT MEETING AGENDA - None.

13. DATE OF NEXT MEETING - Monday 23rd November, 2015 at 7:45 p.m.

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.

- 06/15 **Resolved** a) **That the public and press be excluded from the meeting for the following items of business on the grounds that it could involve the likely disclosure of exempt information.**

Proposed Councillor J. Potts

Seconded Councillor S. Wren

All in favour

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

- i) **Appointment of Clerk & Responsible Financial Officer.**

- 07/15 **Resolved** a) **That Dr. Elizabeth M. Maddock be appointed as Clerk & Responsible Financial Officer to Over Alderley Parish Council with effect from 1st August, 2015.**

That the Contract of Employment setting out the terms of the employment be signed by the Chairman.

Proposed Councillor J. Potts

Seconded Councillor S. Clarke

All in favour

The meeting was declared closed by the Chairman at 9:10p.m.

Signed:

Approval Date - 23rd November, 2015

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APPENDIX A

Cheshire East Council

Deloitte Ride Across Britain Event 5th-13th September, 2015.
Consultation on Cheshire East Council Statement of Gambling Principles.
Consultation on an Integrated Lifestyle and Wellness Support System.
Funding Streams available to Local Councils and Community Organisations.

Cheshire East Council - Road Closures

Rabbit Bank/Clough Road, Macclesfield from outside Longdale Farm to 500m on Clough Road from A54 - 05/10/15.
Windmill Street, Macclesfield between numbers 64 and 76 - 30/08/15.
Frances Street, Macclesfield from junction with Oxford Road to junction with Edward Street - 11-13/08/15.
Loves Lane, Gawsworth from Woodhouse Lane to Loves Lane - 02/09/15.
Fold Lane, Bosley from junction with Leek Road for approximately 60m - 31/08/15 - 04/09/15.
Bollington Road, Macclesfield from The Silk Road to Hall Hill - 19-21/08/15.
Oxford Road, Macclesfield from Chester Road Roundabout to Bedford Road - 29-30/08/15.
Redhouse Lane, Disley from junction with Meadow Lane to junction with Hollinwood Road - 24-26/08/15.
Tunstall Road, Bosley from junction with Leek Road to junction with Peover Lane - 27/08/15 - 27/02/16.
Welsh Row, Nether Alderley from outside Wivenhoe to outside The Barns - 28/09/15.
South West Avenue, Crossfield Road, Ovenhouse Lane, East Avenue, Heath Road, Princess Drive, Bollington Road, Bollington - 20/09/15.
Trinity Square, Macclesfield from junction with Hurdsfield Road for full extent - 01-04/09/15.
Lansdowne Street, Macclesfield from junction with Hurdsfield Road to junction with Trinity Square - 01-04/09/15.
The Silk Road, Macclesfield from the roundabout with Hurdsfield Road to roundabout with Bollington Road - 02-04/09/15.
Flint Street, Macclesfield from junction with Buxton Road to junction with Fountain Street - 03-04/09/15.
Rabbit Bank, Wincle from junction with Barlow Hill for approximately 500m - 19-20/09/15.
Back Eddisbury Road, Macclesfield from outside Richmond Lodge to outside Eddisbury House Farm - 30/09/15.
Lidgetts Lane, Sutton from outside Rose Cottage from approximately 80m west - 28-10/10/15.
Moss View Road, Gawsworth from Congleton Road to Rising Sun Road - 10-15/09/15.
Church Lane & Round Meadow, Rainow - 27/09/15.
Water Street, Bollington from junction with Palmerston Road to the junction with High Street - 05-16/10/15.
Bamford Street, Macclesfield from Lansdowne Street to Hurdsfield Road - 14/09/15.
Oldham Street Bollington from High Street for its full extent - 17/11/15.

Cheshire Association of Local Councils (ChALC):

Indoor bowling mat available free to a good home.
Notes of the Police & Crime Commissioner's meeting with Parish Councils held 30th June 2015.
Councillor 3 Training Workshop - 15/09/15.
Meeting with the Police & Crime Commissioner 17th September, 2015.
Air Ambulance Awareness Week - 21st - 27th September, 2015.

Other Correspondence

Manchester Airport - Parish/Town Council Meeting 29th September, 2015.
Manchester Airport - Reminder re: Draft Sustainable Development Plan Consultation.

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APPENDIX B

| Financial Statement - 2015/16 as at 21 September 2015 | | | | | |
|--|--|-------------------------|----------------------------|-------------------------|-------------------------|
| Actual 2014/15 £. | Details | 2015/16 Budget £. | Actual to June 15 £. | Agenda Sept 15 £. | Budget Balance £. |
| | Receipts | | | | |
| 2,000.00 | Precept | 2,000.00 | 1,000.00 | 1,000.00 | 0.00 |
| 0.00 | Balances | 282.00 | 0.00 | 0.00 | 282.00 |
| 1.24 | Investment Interest | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | Sale of Assets | 0.00 | 0.00 | 0.00 | 0.00 |
| 80.00 | Grants, Donations & Refunds | 0.00 | 61.00 | 0.00 | -61.00 |
| 143.00 | Allotment Fees | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | V.A.T. Refund | 0.00 | 0.00 | 0.00 | 23.09 |
| 2,224.24 | Total Receipts | 2,282.00 | 1,061.00 | 1,000.00 | 244.09 |
| | Payments | | | | |
| 0.00 | Salary (Clerk) | 500.00 | 0.00 | | 500.00 |
| 0.00 | National Insurance (Employer) | 0.00 | 0.00 | | 0.00 |
| 0.00 | Allowances (Clerk) | 105.00 | 0.00 | | 105.00 |
| 0.00 | Chairman/Member Allowances | 0.00 | 0.00 | | 0.00 |
| 0.00 | Publications & Stationery | 25.00 | 0.00 | | 25.00 |
| 81.00 | Audit Fees (internal & external) | 85.00 | 84.00 | | 1.00 |
| 243.80 | Insurance | 260.00 | 0.00 | | 260.00 |
| 1,000.00 | Grant - Over Alderley & Birtles Reading Room | 1,000.00 | 0.00 | | 1,000.00 |
| 84.63 | Allotments - Water Charges | 100.00 | 0.00 | 31.45 | 68.55 |
| 75.90 | Subscriptions/Affiliation Fees | 85.00 | 80.96 | | 4.04 |
| 0.00 | Room Hire | 72.00 | 0.00 | | 72.00 |
| 0.00 | Notice Board Maintenance | 50.00 | 0.00 | | 50.00 |
| 0.00 | Contingency | 0.00 | 0.00 | | 0.00 |
| 28.99 | V.A.T. | | 16.80 | 6.29 | |
| 1,514.32 | Total Payments | 2,282.00 | 181.76 | 37.74 | 2,085.59 |

| Cash/Bank Reconciliation | 01/04/15 | 29/06/15 | 21/09/15 | 31/03/16 |
|---------------------------------|-----------------|-----------------|-----------------|-----------------|
| Balance B/Fwd. | 2,856.37 | 2,856.37 | 3,735.61 | 4,697.87 |
| Add Total Receipts | 0.00 | 1,061.00 | 1,000.00 | 244.09 |
| Less Total Payments | 0.00 | -181.76 | -37.74 | -2,085.59 |
| Balance C/Fwd. | 2,856.37 | 3,735.61 | 4,697.87 | 2,856.37 |
| | | | | |
| Cumulative Balances | Balance | Balance | Balance | Balance |
| | 01/04/15 | 29/06/15 | 21/09/15 | 31/03/16 |
| General Funds | 2,856.37 | 3,735.61 | 4,697.87 | 2,856.37 |
| Earmarked Reserves | 0.00 | 0.00 | 0.00 | 0.00 |
| | 2,856.37 | 3,735.61 | 4,697.87 | 2,856.37 |

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CASH/BANK RECONCILIATION AS AT - 21st September, 2015

CASH

| | | |
|----------------------------------|----------|--|
| Balance Brought Forward 01/04/15 | | |
| Current Account | 377.07 | |
| Business Reserve Account | 2,479.30 | |
| Plus Receipts | 2,061.00 | |
| | 4,917.37 | |
| Less Payments | 219.50 | |
| Balance Carried Forward 21/09/15 | 4,697.87 | |

BANK (Natwest)

| | | |
|--|---------------------|--------------|
| Business Reserve Account - | 2,479.30 | 01/04/15 |
| Add income/transfer received since above Statement | 0.00 | |
| Less unrepresented cheques | 0.00 | |
| | 2,479.30 | 21/09/15 |
| Current Account - | 377.07 | 01/04/15 |
| Add income received since above Statement | | |
| Cheshire East Council - Precept 50% | 1,000.00 | |
| Council Tax Support Grant | 61.00 | |
| Cheshire East Council - Precept 50% | 1,000.00 | |
| | 2,061.00 | |
| Less unrepresented cheques/ Transfer | | |
| Approved - May 2015 | -181.76 | |
| For approval - Sept. 2015 | -37.74 | |
| | -219.50 | |
| | 2,218.57 | 21/09/15 |
| Total Bank Balances 21/09/15 | 4,697.87 | |