



**AUDLEM**  
PARISH COUNCIL

## **AUDLEM PARISH COUNCIL**

Clerk: Owen Hembry  
88 Mckelvey Way  
Audlem, Crewe CW3 0FJ  
e-mail: audlempc@gmail.com

**To Members of the Council:** You are hereby summoned to attend the meeting of Audlem Parish Council to be held on **Monday 13<sup>th</sup> December 2021** at **7.00pm**. The meeting will be at the Youth Club Room of the Annexe at Audlem Public Hall.

## **AGENDA**

- 167/21 Apologies** (1 minute)  
To receive apologies for absences.
- 168/21 Councillor vacancies and co-option of new Members** (1 minutes)  
There are currently four vacancies on the Parish Council which have been or are currently being advertised as casual vacancies in accordance with current governance guidelines.
- 169/21 Public speaking open forum and public participation** (5 minutes)  
The Parish Council will consider requests from members of the public to address the meeting. However, it is at the Chair's discretion whether requests will be granted to discuss items of business on the agenda and/or relevant Parish matters. If invited to speak, individual members of the public will be allowed a maximum of three minutes. No decision can be made on these matters but they may be placed on a future agenda.
- 170/21 Request for dispensation** (1 minute)  
To receive requests for dispensations to speak and/or vote on any matter where a Member has a disclosable pecuniary interest.
- 171/21 Declarations of Interest** (1 minute)  
To receive declarations by elected and co-opted members of interests in respect of items on this agenda. Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registerable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.) Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registerable or other interests. If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the clerk at least 24 hours in advance of the meeting.
- 172/21 Minutes** (1 minute)  
To authorise the Chair to sign the minutes of the meetings held on 8 November as a true record.
- 173/21 Matters arising** (1 minutes)  
To consider any matters arising from the minutes of the last meeting held 8 November 2021.
- 174/21 Committees and Working Groups** (20 minutes)
- Finance Committee**
- The next meeting of the Finance Committee is scheduled for 16 December.
  - The meeting will consider for approval the bank reconciliation up to the December 6 statement date, or the latest date available, and the schedule of available payments and receipts.

- Paperwork to add Cllrs P Salt and J McGregor as signatories to the bank account is to be submitted to the bank following the approval of the minutes from the meeting held on 11 October.
- Budget planning documents for next year have been issued to the committee members. Cheshire East Council have requested the return of the precept notification form by Friday 14 January for the year commencing 1 April 2022.
- At the meeting on 11 October the Council agreed to continue with an annual payment of £72 for the provision of a digital information screen in a local store. The screen has not been in use due to Covid. For further consideration the return to service of this screen would require a volunteer to manage the process and create the information for display on this screen, and others located at other premises. The Council to consider continuation of the screen and whether a volunteer is available.

#### **Turnpike Field Working Group**

- The Council to consider approval of the installation of a gate to replace a stile next to the canal. The gate is to be supplied free of charge by Cheshire East Council Public Rights of Way. Written approvals have been requested from Cheshire East Council and the Canal & River Trust. Cllr D Winskill is liaising with volunteers from the working group regarding a risk assessment.

#### **Asset Management Working Group**

- Cleaning of the base of the monument/lamp in the square and re-enameling of lettering has been completed. The painting of the metal lamp and column is yet to be undertaken.
- Quotes for the replacement of benches are to be provided for consideration.
- The installation of a new noticeboard next to the toilet block is yet to be undertaken.
- Front door locks to the ladies' and gents' toilets have been replaced. The automated locking system has been examined and found to be not working and will require an electrician. Two spare keys are required to be cut for the rear door. Plumbing work has, or will be, undertaken on a leak in the ladies toilet and a loose tap. The cisterniser flush into the gents' toilet urinal is to be monitored.
- Any update on the review of assets.
- Any update on an annual plan for maintenance of assets.
- Any update on work in the Churchfields Conservation area.

#### **Tourism & Business Working Group**

- The proposed Village Meeting was deferred until Spring 2022.

#### **Management & Communications Working Group**

- Cllr J Stainthorpe volunteered to write news items on the key points following meetings. It has been requested for consideration that brief news items are written for publication when the draft minutes are posted.
- Any update on the review of paperwork and storage.
- Any update on retrieval of the legal documents from solicitors.
- An information leaflet is to be drawn up to provide details about the Council, its functions and responsibilities.
- Examination of the Neighbourhood plan was deferred to 2022.

#### **Safety Working Group**

- Cllr J McGregor volunteered to represent the Council at the next parish cluster meeting due to be held by the Police in January.

#### **Planning Working Group**

**175/21 Planning Reports****(5 minutes)****Applications:**

21/3505N Change of use from use class C3 (residential) to sui generis (wedding venue) THE PARKES, MONKS LANE, AUDLEM, CHESHIRE, CW3 0HP

The following comment was made by the Council to the Cheshire East Council planning website:

‘Audlem Parish Council acknowledges the revised plans for the proposed wedding venue in Monks Lane. The removal of the need for a marquee should contribute greatly to noise reduction for neighbouring properties. Should the applicants agree to the proposed operating hours suggested by Cheshire East Environmental Services this again reduces both noise levels and impacts on times of vehicles leaving the venue in the early hours. However, should the applicants have objections to these operating proposals the Parish Council would like the applicants to advise how they intend to limit the impact on neighbouring properties of vehicles leaving in the early hours of the morning. The Parish Council would have no objections should these conditions be met.’

**176/21 Financial investigation****(5 minutes)**

To discuss any update on the financial investigation.

**177/21 Longhill Moss****(5 minutes)**

To discuss any update relating to Longhill Moss.

**178/21 Highways****(5 minutes)**

To discuss any update on a meeting of Parish Council representatives organised by CEC Ward Cllr R Bailey to discuss Cheshire East Council’s proposed Top Up Highways Maintenance pilot scheme. Cllr P Cawood volunteered to represent Audlem Parish Council at the meeting.

**179/21 Playing field****(3 minutes)**

To discuss any update on the possibility of the Council taking ownership of the playing field assets. Cllr J McGregor was to contact Cheshire East Council about whether the playing field and potentially associated assets were available.

**180/21 Grant applications****(3 minutes)**

- Grant application by Touring Arts Visiting Audlem (TAVA) for £200 to help fund advertising materials for the next show in March and reach out to new members of the community.
- Grant application by Audlem District Amenities Society (ADAS) for £500 to provide financial support for the dressing of the village for Christmas and Big Switch On evening.

**181/21 Buttermarket booking requests****(1 minutes)**

- No new requests.
- Previously approved request: ADAS. Dec 22, 5pm-9pm. Carols in the Square.

**182/21 Clerks report****(5 minutes)**

- Cheshire Community Action has contacted the Council asking it to consider renewing its membership for £50. The Clerk is to provide Members with more information.
- The Countryside Charity (CPRE) has contacted the Council asking it to consider renewing its membership for a recommended sum of £36. The Clerk is to provide Members with more information.

**183/21 Report from Ward Councillor****(5 minutes)**

To receive any updates from Cheshire East Council Cllr R Bailey.

**184/21 Parish Council Matters & Policies****(5 minutes)**

- Cllr M Duys has reviewed the policy for grant applications for consideration.

- Cllr P Salt has reviewed the policy for code of conduct for consideration.
- To receive reports from Cllrs who have undertaken any training modules in the last month.
- Councillors to report on any other matters not covered elsewhere on the agenda.

**185/21 Correspondence**

**(5 minutes)**

- A local store has contacted the Council to say thank you to a Councillor who visited and provided them with information on business grants.
- Audlem Public Hall has contacted the Council to say a CCTV system installed when the annexe was built has been checked and is operational. Before the pandemic there was discussion about the Council wanting to install another camera attached to the same system which might look over the nearby part of the football field. The Public Hall would have no objection to this in principle, although the extra funding would have to come from the Council.
- A member of the public previously contacted the Council regarding the need to repair damaged street lighting and the speed of traffic in Stafford Street. Cllr D Winskill volunteered to make enquiries of Cheshire East Highways, reply to the member of the public and report back to the Council.

**186/21 Community Infrastructure Levy Fund (CIL)**

**(5 minutes)**

A payment of £29,074.50 was provided to Audlem Parish Council on 12 November 2019. CIL monies received by the Council are to be spent within five years otherwise it will be clawed back by Cheshire East Council. The funds can be spent on anything that supports the development of the area. Members are to suggest possible projects for the Council to review in the New Year. One project previously suggested for consideration is a road crossing near the new housing development on Cheshire Street.

**187/21 Items for future agenda**

**(1 minutes)**

Councillors may request items for future agendas or email these to the Clerk. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

**188/21 Date of next meeting**

**(1 minute)**

Until further notice the Parish Council monthly meetings will be held on the second Monday of each month, except for August during which there are no meetings. Members to consider the date of the next meeting of the Parish Council currently set as being held at **7.00pm** on **MONDAY 10 January 2022**, which will be held at Audlem Public Hall (location to be confirmed nearer the time). Future planned dates: 14 February 2022, 14 March 2022,

**Meeting information**

Council quorum: Audlem Parish Council remains quorate providing at least one third of all Members are present with not less than 3 Members present. (See STO item 3:u)

To members of the Council: Please note that as per the Standing Orders policy contributions or speeches by a Councillor shall relate only to the motion under discussion and shall not exceed 3 minutes without the consent of the Chair of the meeting.

To members of the public: Please note that as per the Standing Orders policy the period designated for public participation at a meeting shall not exceed 15 minutes unless directed by the Chairman of the meeting. Subject to this a member of the public shall not speak for more than 3 minutes.



Owen Hembry,  
Clerk, Audlem Parish Council