



## AUDLEM PARISH COUNCIL

Interim Clerk: **Paul A I Barton**  
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### To Members of the Council

You are hereby summoned to attend the meeting of Audlem Parish Council to be held on **Monday 12<sup>th</sup> April 2021 at 7.00pm. Because of the current Government restrictions this will be a 'virtual' meeting. Zoom link information is at the bottom of the agenda.**

## AGENDA

### Public speaking open forum and Public participation

The Parish Council will consider any requests from members of the public to address the meeting. However any requests to discuss items of business on the agenda and/or relevant Parish matters will be at the Chair's discretion whether these requests will be granted, and if invited to speak, individual members of the public will be allowed to speak for up to a maximum of three minutes. NB: no decision can be made on these matters but they may be placed on a future agenda of the Council.

#### 1/21 **Apologies:**

To receive apologies for absence

#### 2/21 **Request for dispensation**

To receive requests for dispensations to speak and/or vote on any matter where a Member has a disclosable pecuniary interest .

#### 3/21 **Declarations of Interest**

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.

#### 4/21 **Councillor vacancies and Co-option of new Members**

There are currently 4 vacancies on the Parish Council which have, or are currently being advertised as Casual vacancies in accordance with current governance guidelines. If MORE than four people apply for the Casual vacancies then a local election will need to be held which cannot be before May 2021 under the current Covid conditions. There are three new co-option applications for consideration which will be considered under 'Confidential Matters'

#### 5/21 **Minutes**

To authorise the chairman to sign the minutes of the last meeting held 8 March 2021 as a true record.

#### 6/21 **Matters arising**

To consider any matters arising from the Minutes of the last meeting held 8 March 2021

## **7/21 Meetings procedures.**

To consider updated Terms of Reference and Code of Practice protocols for the Turnpike Filed Working Group and for all meetings, sub committees and working groups.

## **8/21 Areas of responsibility-formation and Membership of sub groups**

To consider updates on membership of any/all subgroups.

## **9/21 Clerk appointment**

Members to receive an update on progress from the Recruitment sub group.

## **10/21 Financial matters**

- Members to receive a report from Cllr P Salt of the Finance Sub Committee (FSC) meeting held 31 March 2021 which included the Bank reconciliation to 6 March 2021 (as considered and approved by the FSC) and the schedule of payments as prepared by the Clerk (see draft Minutes document)
- The Interim Clerk has commenced the year ending 31 March 2021 and will be reporting to the FSC as soon as possible with information to be made available to the Internal Auditor.
- Members to approve the payment of grant monies agreed last year to APH, having received proof of works carried out at APH which enables the grant monies to be released in line with the terms of the grant application.
- To consider the Interim Clerk's report on the current VAT regulations that apply to the claiming of VAT on purchases using funds that are being managed by the Parish Council but which emanate from donations, grants, or other sources than via the precept.

*Where funds are donated to a local authority (in this case Audlem Parish Council) for specified purposes (ie, to develop a Parish asset via a voluntary donation), it can claim refunds of VAT provided that it makes the purchase itself, places the order, receives the supply, receives a VAT invoice addressed to it, and makes the payment, retains ownership of the purchase and uses it, or makes it available, for its own non-business purposes and keeps sufficient records for the purchase, and the purpose for which it is made (Audlem Parish Council does all of the above).*

## **11/21 Planning Reports**

### **Planning Decisions:**

There are no planning decisions reported

### **Planning Withdrawals:**

There are no planning withdrawals reported

### **Planning Applications:**

**21/1188T** Oak (T1) reduce branches overhanging garden by 2-3 metres. 58 WINDMILL DRIVE, AUDLEM, CW3 0BE

**21/1791N** Ground & first floor extension. LOWER LIGHTWOOD GREEN FARM, WHITCHURCH ROAD, AUDLEM, CREWE, CHESHIRE, CW3 0EP

**21/1423T** Oak - Tree Fell. Oak Tree Barn, WOORE ROAD, AUDLEM, CW3 0BP

**21/1126N** Demolition of existing porch and replacement with a larger porch. 2 HEYWOODS RIDGE, AUDLEM, CW3 0EF. (Previously circulated)

**21/1337S** EIA Screening Opinion for Audlem and Buerton Wastewater Treatment Works upgrades. Audlem and Buerton Wastewater Treatment Works, AUDLEM

**21/1341N** Erection of a single dwelling and detached garage plus associated works. Land adjacent Richmond House, MILL LANE, AUDLEM, CW3 0AY. (Previously circulated)

**21/0802N** PROPOSED FRONT PORCH, REAR EXTENSION, GARAGE EXTENSION & FENESTRATION ALTERATIONS. 8 MOORSFIELD AVENUE, AUDLEM, CREWE, CW3 0LA.

**21/0926T** Tree work to beech tree. Beech Tree House, Woore Road, Audlem, Crewe, CW3 0BP.

**21/1851N** SINGLE STOREY REAR EXTENSION. Beech Tree House, Brock Cottage, LONGHILL LANE, HANKELOW, CW3 0JQ.

**12/21 Group reports**

- To receive reports from any groups/sub groups not itemised elsewhere.
- Updates as may be available from the last TFWG meeting.

**13/21 Clerks report**

Clerk to report on any matters not included elsewhere.

**14/21 Schedule of outstanding/ongoing activities**

Members to receive and consider Addendum showing all ongoing and outstanding activities, including any maintenance issues. If available to receive an update on information from ADAS following their recent request on various matters within the Parish.

**15/21 Report from Ward Councillor**

To receive information updates from CEC Cllr Bailey

**16/21 Parish Council Matters & Policies**

To receive reports and comments from any Cllrs who have undertaken any training modules in the last month.

To consider the current situation on meetings and gatherings and what action may be required for the Parish AGM (due 10 May) and APM which could be considered for September if permitted. Councillors may raise any other matters noting that no decisions can be taken without prior notice.

**17/21 Correspondence**

The Interim Clerk to report any new correspondence that has not been previously circulated to, or by Members.

**18/21 Grant applications**

- To consider a grant application from ADAS towards the costs of Spring Planting (circulated).
- To respond to an enquiry on behalf of Audlem and District Community Action (ADCA) to ask when details of the Council's 2021 Grant Scheme will be made available.

**19/21 Items for future agenda**

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate nor decision making.

**20/21** If necessary to resolve to exclude the public from Part 2 of the meeting on the grounds of confidentiality.

**21/21 PART 2 – CONFIDENTIAL**

This item may be taken immediately as deemed necessary by the Chair.

Members to consider any Councillor applications and if approved, to resolve, to co-opt new Members.

**Please note that this part of the meeting is NOT open to the public who will be asked to leave the meeting. (virtual or live)**

**22/21 DATE OF NEXT MEETING**

Until further notice the Parish Council monthly meetings will be held on the second Monday of each month. Members to consider the date of the next meeting of the Parish Council currently set as being held at **7.00pm** on **MONDAY 10th May 2021** which is scheduled to be the AGM and would normally be held at Audlem Public Hall or via an online meeting facility (subject to prevailing Covid distancing rules and may need to be decided nearer the time).

Future planned dates, 14 June 2021, 12 July 2021. NO meeting in August 2021, 13 September 2021, 11 October 2021, 8 November 2021, 13 December 2021.

It should be noted that meeting dates are subject to change and in view of the ongoing Covid situation may either be live and or a combination of live and 'virtual' meetings until guidelines permit otherwise.

**Important Meeting Notes:-**

N.B. 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)

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 Chairman of the meeting.

**To members of the public**

Please note that as per the Standing Orders policy the period of time 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.

**Zoom link to join:**

Topic: APC monthly meeting

Time: Apr 12, 2021 07:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/85161449972?pwd=M3dqSXQ2NUQreUZlYk2hzRmtnbGVCZz09>

Meeting ID: 851 6144 9972