



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 4th January 2021 at 7.00pm. Unless otherwise because of the current Government restrictions this will be a 'virtual' meeting. (see details below noting that Members of the Public may not be able to be present for items held in confidence)**

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.

Yours sincerely

Paul A I Barton

Interim Clerk to the Parish Council

Details of the Zoom meeting are as follows

Topic: January Meeting of Audlem PC

Time: Jan 4, 2021 07:00 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/81391358327?pwd=SG1Yd2N6N3ZCSTBWN0ZOZHfM2V5Zz09>

Meeting ID: 813 9135 8327

Passcode: 532823

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.

139/20 Apologies:

To receive apologies for absence

140/20 Request for dispensation

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

141/20 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.

142/20 Councillor vacancies and Co-option of new Members

There remain 3 vacancies on the Parish Council which will be advertised as Casual vacancies noting that local Council elections are not due to take place till May 2023. If MORE than 3 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 no new applications received.

143/20 Minutes

To authorise the chairman to sign the minutes of the last meeting held 8 December 2020 as a true record.

144/20 Matters arising

To consider any matters arising from the Minutes of the last meeting held 8 December 2020

145/20 Planning Reports

Planning Decisions:

There are no planning decisions reported

Planning Withdrawals:

There are no planning withdrawals reported

Planning Applications:

20/3690N Revision to proposed rear fire escape
MANCHESTER HOUSE, 1, SHROPSHIRE STREET, AUDLEM, CREWE, CW3 0AE. To be determined under delegated authority.

20/5597N Proposed side and front single storey extension to existing GP practice. Location: AUDLEM MEDICAL PRACTICE, 16, CHESHIRE STREET, AUDLEM, CREWE, CHESHIRE, CW3 0AH. To be determined under delegated authority.

20/5578N Change of Use from dwelling (class C3) to health retreat (class C2) CORBROOK GRANGE, AUDLEM ROAD, AUDLEM, CW3 0HF. To be determined under delegated authority.

20/5750N Proposed construction of two new-build holiday lets. Lows Croft Barn, BAGLEY LANE, AUDLEM, CW3 0DR. To be determined under delegated authority.

20/5259N Proposed 3 bedroom bungalow. The Granary, AUDLEM ROAD, HANKELOW, CW3 0JE. N.B. In neighbouring Parish. To be determined under delegated authority.

Cheshire East Local Plan

Members to consider any further updates to Cheshire East Council's Local Plan noting that APC posted a response to the Cheshire East consultation portal.

146/20 Group reports

- TFWG report (see item 151/20)
- Consideration of current sub committees (see 155/20 below)

147/20 Report from Ward Councillor

To receive report from CEC Cllr Rachel Bailey

148/20 Grant Applications

- Members agreed at the December meeting to defer all grant applications until the new fiscal year starting 1 April which may then be considered under the revised grant limitations at that time as agreed in the new budget plan for 2021-22.

149/20 Financial matters

- Members to agree on planned budget expenditure and to set a precept for next fiscal year starting 1 April 2021 based upon the figures discussed and circulated from the informal Budget meeting held 7 December. Members to have the opportunity to raise any additional questions or clarification resulting from the informal meeting.
- Members to consider and approve the Bank reconciliation to 31 December 2020 (to be circulated), noting that Members approved the last bank statement dated 6 December at the Parish Council meeting held 14 December.
- Members to have the opportunity to raise any questions or queries on the Parish accounts.
- Authorisation of payments – Members to approve the schedule of payments as prepared by the Clerk (see separate document)
- Debit card to the account has now been received which will the Interim Clerk to make small purchases which will be reported to the Full Council as and when used. Clerk has set up a monthly DD on this card to enable monthly Zoom account to continue until further notice.
- Members to resolve to appoint additional Authorised Signatories. (Minimum TWO additional signatories)

150/20 Clerks report

- Clerk to report on any matters not included elsewhere.
- Clerk reports that he has re submitted a request form concerning the pension login details to manage the employer pension scheme for Gavin Davies and the former Clerk. Payments for the Clerks own pension scheme are being deducted and will be paid as the relevant documentation is set up.
- Members to consider the timescale to find and appoint a permanent Clerk whilst also considering the need for an assistant Clerk.

151/20 Turnpike field

To receive an update of the TFWG meeting held on 9 December 2020 and discuss any issues arising including the setting up of a rolling maintenance plan from Cllr Warburton.

There will be draft notes from that meeting circulated if possible before this meeting.

152/20 Longhill Moss

To receive an update from Cllr McLaren Brown.

153/20 Parish Council Matters

To receive updates as necessary on the following:

- To consider the possible situation and current implications concerning the APM
- Village sign board
- Highways + speed gun
- Old PO box re siting
- To receive a report from Cllr Warburton on the Burial Board and Parish Council representation.
- To receive an update from Cllr Warburton on the Butter Market repairs and replacements following a request to visit and inspect from the Conservation Officer at CEC.
- Latest situation on the Playing Field complex which was put in abeyance as a result of Covid 19.

Councillors may raise any other matters noting that no decisions can be taken without prior notice.

154/20 Correspondence

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

155/20 Areas of responsibility

- (See also item 146/20) This matter to be reviewed on an ongoing basis as new Councillors join the Parish Council and as a training programme develops. As a reminder, consideration to be given to membership of all committees, working groups and representatives to outside bodies confirming where either delegated or allocated authority is given in accordance with Standing Orders.

156/20 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.

157/20 If necessary to resolve to exclude the public from Part 2 of the meeting on the grounds of confidentiality.

PART 2 – CONFIDENTIAL

158/20 This item may be taken immediately after item 142/20 or as deemed necessary by the Chair.

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

159/20 Members to receive a report from the Clerk on the current staffing situation.

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

160/20 DATE OF NEXT MEETING

Members to consider the date of the next meeting of the Parish Council currently set as being held at **7.00pm** on **MONDAY 1st February 2021** at Audlem Public Hall or via an online meeting facility (to be decided nearer the time).

Future planned dates 1 March 2021, 5 April 2021, 3 May 2021 noting that this is scheduled to be the AGM, 7 June 2021, 7 July 2021. NO meeting in August 2021, 6 September 2021, 4 October 2021, 1 November 2021, 6 December 2021.

It should be noted that meeting dates are subject to change and in view of the ongoing Covid situation will continue to be 'virtual' meetings until guidelines permit otherwise.