



## **AUDLEM PARISH COUNCIL**

Clerk: Owen Hembry  
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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 8<sup>th</sup> Nov 2021 at 7.00pm**. The meeting will be at the Youth Club Room of the Annexe at Audlem Public Hall.

## **AGENDA**

- I45/21 Apologies** (1 minute)  
To receive apologies for absences.
- I46/21 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.
- I47/21 Public speaking open forum and public participation** (5 minutes)  
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.
- I48/21 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.
- I49/21 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.
- I50/21 Minutes** (1 minute)  
To authorise the Chair to sign the minutes of the meetings held on 4 October and 11 October 2021 as true records.
- I51/21 Matters arising** (1 minutes)  
To consider any matters arising from the minutes of the last meeting held 11 October 2021.

## **152/21 Subcommittees**

**(15 minutes)**

### **Finance Subcommittee**

- The next meeting of the Finance Subcommittee is scheduled for 16 November.
- Bank reconciliation and payment/receipts schedule up to the 6 November statement date is planned to be considered at the meeting on 16 November.
- 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 October 11.
- 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 financial year commencing 1 April 2022.
- Audlem Printers have invoiced £40 for carpark signage ordered for temporary parking in Turnpike Field.

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

- The Turnpike Field Working Group meeting scheduled for October 27 was postponed.

### **Asset Management Subcommittee**

- Any update on review of assets.
- Any update on annual plan for maintenance of assets.
- Any update on the cleaning and maintenance of the monument/lamp in the square.
- Cllrs D Winskill, R Warburton are to review benches for quotes for repair or replacement.
- Any update on plans for the location of a new noticeboard.
- Any update on moving the Council's bins to the cemetery.
- Any update on work in the Churchfields Conservation area.
- Any update to toilet block. Steve Potter property Maintenance is scheduled to replace worn and faulty front door locks to the ladies and gents toilets. A key has been found to the toilet doors. Instructions have been found for setting the automated access locking system. Once the door locks have been replaced the access system can be investigated and if necessary, an electrician may be needed if it is not functioning correctly. A plumber is to be engaged to undertake work on the cisterniser to ensure water flushes correctly into the urinal in the men's toilet.

### **Tourism & Business Subcommittee**

#### **Management & Communications Subcommittee**

- 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.

#### **Safety Subcommittee**

- The police have contacted the Council to ask if a councillor could represent Audlem at the next parish cluster meeting in January.

#### **Planning Subcommittee**

## **153/21 Planning Reports**

**(5 minutes)**

### **Applications:**

**21/5358N** Single storey side/front extension, bay window to front elevation and pitched roof to front elevation. 3, WINDMILL DRIVE, AUDLEM, CW3 0BE. Last date for comments 9 November.

**21/5479N** The proposed development comprises the conversion of two agricultural buildings PADDOCK HOUSE, PADDOCK LANE, AUDLEM, CHESHIRE, CW3 0DP. Last date for comments 1 December.

**21/5453N** Proposed rear extensions, internal remodelling and external reconfiguration including new access point and proposed stable. SPOUT FARM, LONGHILL LANE, AUDLEM, CW3 0BZ. Last date for comments 22 November.

**154/21 Financial investigation (5 minutes)**

To discuss any update on the financial investigation.

**155/21 Longhill Moss (10 minutes)**

To discuss any updates relating to Longhill Moss.

**156/21 Highways (5 minutes)**

CEC Ward Cllr R Bailey is organising a meeting of Parish Council representatives to discuss Cheshire East Council's proposed Top Up Highways Maintenance pilot scheme. The suggested date is Monday 15 November. Cllr P Cawood has agreed to represent the Council at this meeting

**157/21 Playing field (5 minutes)**

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

**158/21 Audlem Carbon Emissions Reduction (ACER) (5 minutes)**

Cllr Warburton attended a meeting of ACER at which questions directed at the Council included the rewilding of hedgerows and verges, installation of at least one electric charging point on the carpark, how to increase the recycling of plastics, how to increase use of bus services and ensuring all footpaths are well signed and kept clear. ACER supplied details of a poll of the public undertaken at a recent event in the village which it said showed four favoured options being electric vehicle charging points, improved walking and cycling provision, support a plastic free / recycling campaign and promotion of sustainable practices in agriculture. Cllr P Cawood drafted a response on behalf of the Council which will be circulated to members.

**159/21 Grant applications (2 minutes)**

A grant application for £500 has been received from Audlem District Amenities Society (ADAS) to support its efforts to plant winter bedding. The application will be circulated to members.

**160/21 Buttermarket booking requests (5 minutes)**

- A booking request has been received from Audlem and District Acting Positively for Transition (ADAPT) for Saturday 4 December 2021, 10am-2pm, Homemade Christmas Event. The request will be circulated to members.
- Cllr P Salt is undertaking a review of the booking conditions for the Buttermarket.

**161/21 Clerks report (5 minutes)**

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

**162/21 Report from Ward Councillor (5 minutes)**

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

**163/21 Parish Council Matters & Policies (5 minutes)**

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

- Councillors to report on any other matters not covered elsewhere on the agenda.

**164/21 Correspondence**

**(5 minutes)**

- A member of the public has contacted the Council to say they have been offered an automated external defibrillator (AED) device for the community in Coxbank and enquire as to whether the council can help with the installation. A disused phone box was suggested as a location.
- A proposal has been submitted by a member of the public for the declaration of an environment and climate emergency. The submission will be circulated to members.

**165/21 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.

**166/21 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 13 December**, which will be held at Audlem Public Hall (location to be confirmed nearer the time).

Future planned dates: 10 January 2022, 14 February 2022, 14 March 2022,

**Meeting time: Meeting aims to run for no longer than two hours.**

**Important Meeting Notes:** 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.



Owen Hembry  
Clerk  
Audlem Parish Council