



**AUDLEM**  
PARISH COUNCIL

## AUDLEM PARISH COUNCIL

**Clerk: Carol Bell**

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**To Members of the Council:** You are hereby summoned to attend a Meeting of Audlem Parish Council to be held on **Monday 3<sup>rd</sup> June at 7.00pm** in the **Methodist Church, Shropshire St, Audlem, Crewe CW3 0AE.**

*Carol Bell*

Parish Clerk

(Agenda published 29<sup>th</sup> May 2024)

## AGENDA

**24/27 Apologies for absence**

**24/28 Signing of Declaration of Acceptance of Office**

Applicants co-opted in May meeting to sign Declaration of Acceptance and then join the Council at the top table

**24/29 Declarations of Interest**

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

**24/30 Requests for Dispensation**

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

**24/31 Co-option of Councillor**

**24/32 Public participation**

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.

**24/33 Confirmation of Minutes**

Councillors are requested to **RESOLVE** to approve the Minutes of the meetings held on **13<sup>th</sup> May 2024** and **30<sup>th</sup> May 2024**

**24/34 To REVIEW and AGREE membership of Council committees and working groups**

- 24/34 (i) Turnpike Field Working Group
- 24/34 (ii) Village Management Committee
- 24/34 (iii) Finance Committee
- 24/34 (iv) Staffing Committee
- 24/34 (v) Planning Group
- 24/34 (vi) Communications Group

**24/35 To elect a Chair for the Village Management Committee**

**24/36 To elect a Chair for the Finance Committee**

**24/37 To REVIEW representatives on external bodies and vacancies**

Burial Board – Cllrs Stephen Hopkins, Geoff Seddon, Steve Elliott and George McLaren-Brown

Public Hall – Cllr Kate Down  
 ADAPT - Vacancy  
 ADAS – Vacancy  
 AWEG – Vacancy  
 ADCA – Cllr George McLaren-Brown  
 Audlem Traders – Vacancy  
 ChALC – Chair and Vice Chair  
 Canal and River Trust – Vacancy

**24/38 To REVIEW and ADOPT the latest version of**

Financial Regulations

**24/39 To AGREE a timeframe for the review of the following terms of reference and policies**

- 24/39 (i) Terms of reference Communications Group – July 2024
- 24/39 (ii) Terms of reference Staffing Committee – September 2024
- 24/39 (iii) Terms of reference Planning Group – October 2024
- 24/39 (iv) Terms of reference – Finance Committee – November 2024
- 24/39 (v) Communications Policy (2020) – July 2024
- 24/39 (vi) Code of Conduct (2019) – July 2024
- 24/39 (vii) Buttermarket Usage Policy (2023) – September 2024
- 24/39 (viii) Health & Safety Policy (2020) – September 2024
- 24/39 (ix) Grant Application (2019) – October 2024
- 24/39 (x) Discipline & Grievance Policy (2019) – November 2024
- 24/39 (xi) Staff Sickness Policy (2019) – December 2024
- 24/39 (xii) CCTV Policy (2020) – December 2024
- 24/39 (xiii) Equal Opportunities Policy (2020) – January 2025
- 24/39 (xiii) Complaints Policy (2020) - February 2025
- 24/39 (xiv) Risk Assessment Policy (2019) – March 2025

**24/40 Planning Matters**

No new planning applications.

Councillors To **NOTE** the following planning decisions.

24/40 (i) **23/4586N – The Shroppie Fly, Audlem Wharf, Shropshire Street, Audlem** - Formation of extension to rear of premises to create a larger beer cellar and glass wash area - Proposed structure is to be built within the footprint of the existing Beer Cellar yard area - is single storey and to be built off the dwarf wall which forms the perimeter of the yard. Replacement external staircase. Alterations to services to suit new arrangement. – **CE have approved with conditions**

24/40 (ii) **24/1293T – 38 Salford, Audlem - T1 - Cypress - Fell.** Tree is a large concern for both the owners and the neighbours due to size and proximity to buildings and boundary wall. Deadwood debris, continual bird fouling and occasional branch drop means that the drive directly underneath becomes a hazard in both wet and windy weather. Customers are happy to replant with broadleaf more suited to the location and area available. – **6 week date for CE response has expired**

**24/41 Financial Matters**

- 24/41 (i) Councillors to **NOTE** the income and expenditure statement as of the 31<sup>st</sup> May 2024
- 24/41 (ii) Councillors to **NOTE** budget statement as of 31<sup>st</sup> May 2024
- 24/41 (iii) Councillors to **APPROVE** the payment agenda below.

Invoice Date	Invoice No.	Supplier	Goods	Amount (£)
08.04.2024	SHI – 2041	Shires Accountants	Payroll processing 06.04.24 – 06.10.24	156.00 + VAT
09.05.2024	APC/020	IA-ODonoghue	Internal audit	350.00
20.05.2024	095	Audlem Methodist Church	Room hire 14.05 APC Room hire 20.05 TFWG	50.00
31.05.2024		Parish Clerk/RFO	Clerk duties (inc. 27 hrs O/T)	1491.20
31.05.2024		Lengthsman	Lengthsman duties	521.20
03.06.2024	097	Audlem Methodist Church	Room hire 29.05.24 VMC Room hire 29.05.24 APC Room hire 03.06.24 APC	90.00

24/41 (iv) Councillors to **APPROVE** retrospective payments below.

Invoice Date	Invoice No.	Supplier	Goods	Amount (£)
03.05.2024	E19473423032	EDF Energy	Electricity supply public toilets 02.04 – 02.05	67.08
08.05.2024	05622881	WaterPlus	Water supply to public toilets	107.93
13.05.2024	GB204513-LA6001127	Cartridge People	2 black, 2 colour print cartridges	49.12 + VAT
16.05.2024	767	3 Counties Cleaning	Cleaning of public toilets	390.00
22.05.2024		Storage King	Shredding of APC documentation	20.00
22.05.2024		Sainsburys	Refreshments for Annual Village Meeting	31.40
22.05.2024		Argos	2 x £10 vouchers for children's art competition	20.00
23.05.2024		Screwfix	5 x lightbulbs	52.87 + VAT
26.05.2024	UK2021840	Medisave	Toilet Rolls (24)	79.98 + VAT

24/41 (v) Councillors to **NOTE** payment made by into bank by resident for memorial bench which will be purchased and sited by Audlem Parish Council

Payment Date	Amount
28.05.2024	1287.43

#### 24/42 **Correspondence**

24/40 (i) Councillors to **NOTE** in light of the recent response from DI Lees to the complaint letter sent by Audlem Parish Council, the Clerk is to meet with the investigation team to discuss the ongoing police inquiry.

24/40 (ii) Councillors to **DISCUSS** Cheshire East bus consultation

#### 24/43 **Turnpike Field**

24/41 (i) Update from TFWG meeting held on Monday 20<sup>th</sup> May

24/41 (ii) Request for approval for funding for bridge replacement fencing, bridge resurfacing and pond dipping platform. (Clerk has requested SE supply 3 quotes for each of the above activities before contractor approval can be granted by full council)

24/41 (iii) Councillors to **CONSIDER** Go Fund Me page

24/41 (iv) Councillors to **CONSIDER** grant application for Music Festival

#### 24/44 **Village Management (VMG)**

24/38 (i) Update from VMC meeting held on Wednesday 29<sup>th</sup> May

24/38 (ii) To **DISCUSS** a new site for the parish bins as the burial board has asked if they can be removed from their current place at the cemetery

24/38 (iii) To **DISCUSS** request from a youth in the village for removal of tree trunks cut down by CE and left in the bike scramble area at the back of the field meaning they can't use the area.

#### 24/45 **Report by Ward Councillor**

To receive an update from Cheshire East Councillor Rachel Bailey

#### 24/46 **Office Matters**

24/44 (i) Councillors to **NOTE** the electricity contract with EDF for the public toilets came to an end on March 31<sup>st</sup>. The price for electricity had reverted back to 1.50 per day standing charge and 30p per kw unit. The Clerk has spoken to EDF and negotiated a new 1 year deal @ 60p per day standing charge and 27.9 per kw unit.

#### 24/47 **Date of Next Meeting and Items for Future Agenda**

The next meeting will be the Annual Council Meeting held on **Monday 1<sup>st</sup> July** in the **Methodist Church, Shropshire St, Audlem, Crewe CW3 0AE.**

#### **Exclusion of Public**

At this point the Council will ask that the press and public be excluded from the meeting during consideration of an item pursuant to Section 100 (A) 4 of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A to the Local Government Act 1972 and public interest would not be served in publishing the information.

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**Part B – no items**