



AUDLEM
PARISH COUNCIL

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**Minutes of meeting of Audlem Parish Council
held in the Methodist Church, Shropshire St. Audlem
on Monday 10TH July 2023 at 7.00pm.**

Present: Kate Down (KD), Steve Elliott (SE), , Lynette Hopkins (LH), Stephen Hopkins (SH), Tim Lawton(TL) (Vice Chair), George McLaren-Brown (GMB), Adriana Roscoe (AR) and Jean Stainthorpe (JS).

In attendance: Katrina Chalk & Chris May (Clerk to APC)
Rachel Bailey (Ward Councillor)

PART A

Members of public in attendance: 8

23/38 Apologies for absence

Cllr Geoff Seddon

23/39 Public participation

23/39 i A member of the public expressed concern about the cycle activities of young members of the community in the copse adjacent to the playing field. Particular concern was raised about litter, noise and the cycle 'raceway' crossing the footpath at three points. There was also discussion in favour of the activity and the politeness of the young people when approached.

ACTION: The Village Management Group have been asked to look into the matter, to approach the young people concerned in the first instance and to report back to Council.

23/39ii A member of the public raised a query regarding both the number of groups on the Council and whether the Council perceived a governance issue in some Groups having numbers of Councillors that currently puts them in a majority in any decision of Council made on a recommendation from that Group.

Response: The point was noted. The Council is currently seeking new members and a full cohort of Councillors would address this problem. Furthermore, the Standing Orders and Financial Regulations are currently under review and this will feed into review of Terms of Reference for Committees and Groups. The point will be taken into consideration in the review.

23/39iii A member of the public suggested it would be helpful if information was more readily available about what is entailed in being a councillor.

Response: SE pointed out that much was available on line and agreed to look into the Communication Group providing a response.

23/40 Declarations of Interest

AR declared an interest in Agenda Item 23/49i as a consequence of the appointed Planning Consultant being an acquaintance.

23/41 Requests for Dispensation

None

23/42 Confirmation of Minutes

LH expressed criticism that the action taken subsequent to Minute 23/28 vi of the Full Council Meeting of **12th June 2023** was not consistent with the **APPROVAL** documented in that minute and pointed out that this constituted a reputational risk for Audlem Parish Council.

After discussion, Council **APPROVED** the Minutes of the Full Council Meeting held on **12th June 2023**, Subject to an amendment adding the following note to Minute 23/28vi;

“In the interests of openness, the Council noted that a different decision was taken under Minute 23/28vi. Discussion is further reported in the Minutes of 10th July 2023”

Proposed TL, Seconded KD, All in favour

23/43 Planning Matters

Planning application [23/2223N](#) 8, Copthorne Drive, Audlem (Side extension over ex garage, front porch, rear kitchen extension, internal alterations) was recommended by Planning Group for approval with no objections. Council **APPROVED**.

Proposed KD, Seconded TL. All in favour

23/44 Financial Matters

23/44 i Council **DISCUSSED** and **APPROVED** the AGAR, the governance statement and supporting documentation ACTION for year ending 31st March 2023:

Proposed TL, Seconded SE, All in Favour

23/44 ii Council **DISCUSSED** and **APPROVED** the Clerk's additional hours and expenses:

Expenses – May 2023 to June 2023 - **£115.76**

Additional hours worked May to June 2023 – **43.50 hours**.

Proposed SH, Seconded SE, All in Favour

23/44 iii Council **DISCUSSED** and **APPROVED** new Clerk undertaking ILCA course – introduction to the work of a Clerk and its Councillors, one year course - £120.00

Proposed TL, Seconded LH, All in Favour

23/44 iv Council **APPROVED** the payment schedule from ChALC. Council **NOTED** this is the final month in which ChALC will be paying APC invoices. Council also **NOTED** the ChALC affiliation fee invoice (£656.75) was paid in May 2023, but not recorded on the payment schedule.

ACTION: Clerk to:

i Check if ChALC membership automatically grants NALC membership for the Council

ii Write with thanks to Jackie Weaver and the ChALC team for their support in recent months and that the Clerk should

Agenda Item ChALC/APC Payments of Schedule 1st June to 30th June 2023

Filing Number	Date	Supplier	Invoice NO.	Item	Net cost	VAT	Total	ChALC confirmed payment
1	28th May 2023	Lakes Auditing Services	APC 23	Internal Audit 2022/23	£ 400.00	£ -	£ 400.00	20.06.23
2	31st May 2023	Water Plus	WP INV 02330011	Water supply at the Public Toilets	£ 115.55	£ -	£ 115.55	20.06.23
3	2nd May 2023	D R Jones	Inv - 0007	Tractor and Flail	£ 200.00	£ -	£ 200.00	20.06.23
4	31st May 2023	Shires Accountants	SHI-1329	Payroll and new starter	£ 170.25	£ 34.05	£ 204.30	20.06.23
5	31st May 2023	3 Counties Cleaning	744	Cleaning Public Toiletst	£ 420.00	£ -	£ 420.00	20.06.23
6	6th June 2023	Audlem Methodist Church	43	Hire of seville Room (interviews) and Church Hall for Finance Meeting	£ 65.00	£ -	£ 65.00	20.06.23
7	30th May 2023	Knutsford Town Council	23-36	Training - Social Media (JS)	£ 60.00	£ 12.00	£ 72.00	20.06.23
8	1st June 2023	ThenMedia	NV-01	Website hosting	£ 45.00	£ 9.00	£ 54.00	20.06.23
9	30th June 2023	Staff	Jun-23	Employees wages	£ 1,518.12		£ 1,518.12	29.06.23
				Total Amount	£ 2,993.92	£ 55.05	£ 3,048.97	

23/44 v Council **DISCUSSED** and **APPROVED** the amended Asset Register with thanks to GMB for his work on this.

Proposed SH, Seconded KD, All in Favour

ACTION: Clerk/Chair. Approval of the Asset Register allows the Council to seek tenders for Insurance and the Chair noted that this was a matter for prompt attention.

23/45 Communication Group

23/45 i A proposed article addressing the problem of dog faeces was not approved for publication.

ACTION: The Chair asked the Village Management Group to reconsider this issue.

23/46 Turnpike Field

- 23/46 i The proposal for Council to **APPROVE** quotations for a tree condition and risk assessment at Turnpike Field was **DEFERRED** by the Chair of the meeting until updated quotes are obtained to include similar works in the Conservation Area and possibly Longhill Moss. The individual sites should be itemized within the quotes for cost centre purposes.

It was **NOTED** that the tree condition and risk assessment may be required for the retrospective planning application on Turnpike Field. This prompted further discussion on the matter of retrospective planning consent: Those discussions are documented under Item 23/49i of these minutes.

- 23/46 ii In the absence of GS from the meeting, the Chair of the meeting **DEFERRED** the clarification request on agenda item 23/30 iv from the minutes of **12th June 2023**: *“The Chair (GS) will contact the supplier of the dipping pond platforms and ask if the order can be put on hold for the moment”.*
- 23/46 iii As a consequence to the deferral of Item 23/46i, the Chair of the meeting **DEFERRED** the proposal for members to **APPROVE** quotations to be obtained for any recommended work following the tree inspections.
- 23/46 iv The problem of dog faeces in the village was referred to the Village Management Group as a wider issue than just affecting Turnpike Field. (See also Item 23/45i).

23/47 Village Management (VMG)

- 23/47 i Council elected and **APPROVED LH** as Chair for the Village Management Group.

Proposed GMB, Seconded TL, All in favour

- 23/47 ii Council **DISCUSSED** and **APPROVED** cancellation of the contract for the information screen located in Williams’ shop.

Proposed JS, Seconded TL, All in favour

- 23/47 iii The proposal for Council to **DISCUSS** and **APPROVE** seeking planning permission for renovations to the Bellyse Monument with the offer of financial support from ADAS was **DEFERRED** by the Chair of the meeting until further estimates of costs are obtained. SH agreed to take this up with ADAS.

- 23/47 iv The Clerk informed Council of proposed tree planting by ADAS on A529 near junction with Broadways which clearly has implications for the Council.

ACTION: Village Management Group will liaise with ADAS on this matter and report back as needed.

- 23/47 v The proposal for Council to remove documents relating to APC and for them to be transferred for safe keeping to a secure CE archived facility was **DEFERRED** by the Chair of the Meeting.

ACTION: New Clerk and Council Chair (GS) to review existing documents and attempt to ascertain what documents are currently in the possession of the police.

- 23/47 vi Council **DISCUSSED** and **APPROVED** approaching CE for the loan of a temporary Speed Indicator Device (SID) in the village. Subject to clarification on possible costs.

ACTION: GMB?

Ward Councillor Bailey also advised Members may wish to research the current CE Speed Management Strategy.

Proposed AR, Seconded KD, All in favour

23/47 vii Council **NOTED** an update from KD on progress with the Annual Village Meeting scheduled in the Public Hall on Thursday 20th July from 7.30pm to 9.00pm.

23/48 Report by Ward Councillor

Ward Councillor Bailey reported:

- i. The CEO of Cheshire East Council is moving on and no doubt we will be appraised of interim arrangements in due course.
- ii. Further to the May elections: The current CE Medium-Term Financial Strategy 2023-27 has been re-endorsed by the lab/independent coalition and includes a further removal of £0.8M funding for carriageway repairs this year.
- iii. As a cost saving measure, a consultation closed on 8th July which considered a reduction in library opening hours, and whilst the mobile facility was included in this, there is currently a lack of clarity over what the proposed savings may mean for this rural service.
- iv. CE is in the process of introducing a subscription service for collection of garden waste; more details to follow.
- v. As part of wastewater treatment operations, United Utilities will shortly be closing Woore Road from Chapel End Crossroads to Paddock Lane
- vi. She sought an update from APC as to The Tourism and Traders group proposals for new signage around the village as this will require underwriting by Audlem Parish Council
- vii. The Police and Crime Commissioner is scheduled to visit the Audlem Ward in August.
- viii. The local MP, Edward Timpson, also hopes to attend the Old Railway Bridge at Swanbach next month.

23/49 Report from Clerk

23/49 i The Clerk advised Council that as it is the Full Council that is applying for Retrospective Planning Consent for Turnpike Field, all correspondence on this matter should be managed via the Clerk.

Additional discussions related to the Retrospective Planning Application were held by Councillors under Item 23/46i but are reported here as a more appropriate agenda item for this discussion:

LH expressed concern that APC had not responded, or had not responded adequately, to a letter received from Mrs Callwood, following taking legal advice, with regard to the Retrospective Planning Application and other matters.

ACTION: The Clerk agreed to look into this and report back to Council. SE offered to provide background information for the Clerk.

JS asked if it was now possible to reschedule pond-dipping exercises on Turnpike Field for children in the village since the insurance position has been clarified. It

was, however, pointed out that resuming activities on Turnpike Field could compromise the Retrospective Planning Application.

ACTION: The Clerk agreed to review the status quo in terms of the Planning Application process and report back to Members.

23/49 ii Council failed to **APPROVE** a representative for ADCA. TL will report back to ADCA

23/49 iii Council **APPROVED** the Clerk to notify CE of 3rd councillor vacancy.

Proposed TL, Seconded SE, All in Favour

23/50 Date of Next Meeting and Items for Future Agenda

The next meeting will be held on **Monday 11th September 2023** in the **Methodist Church, Shropshire St, Audlem, Crewe CW3 0AE.**

Exclusion of Public

At this point the Chair asked 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.

The Chair closed the meeting at 9.34pm, thanking everyone for their attendance.

PART B

23/51 Council **NOTED** no further update from complaint regarding ongoing Police Investigation. Council **DISCUSSED** lodging a formal complaint but agreed to the new Clerk being introduced to the investigating team of the police and reviewing the situation before progressing further.

ACTION: Clerk to progress

23/52 Council **APPROVED** handover dates/mentoring for the incoming Clerk

Proposed TL, seconded AR, All in favour