

AUDLEM PARISH COUNCIL
MINUTES OF MEETING
MONDAY 9TH APRIL 2018 AT 7.30PM
METHODIST MEETING ROOMS, SHROPSHIRE STREET, AUDLEM

PRESENT:

Cllr Jones, (Chairman) Cllr Seddon (Vice Chair), Cllr Higham, Cllr Christie, Cllr Down, Cllr Carlin, Cllr Warren, Cllr Lawton

Cllr Rachel Bailey

In attendance: Sandie McBennett (Clerk), Mrs Belen Lopez Bloor

PUBLIC FORUM

Mr Andy Hannah wished to give background information regarding the proposed siting of cycle racks in the village centre on behalf of ADAPT Transport Group. In January, the Parish Council had agreed in principal to support the purchase and installation of cycle racks up to £500, subject to further funding being secured. The group had applied for a £1900 grant from the Postcode Local Trust.

ADAPT had already approached the Conservation Officer to discuss the plans and had been advised to make a submission to CE Planning Office to confirm that no planning permission would be required.

The racks would be free standing hoops in 4 locations in the village.

Mr Neil Goodyer wished to bring to the Parish Council's attention the sale of the greenfield site on Green Lane and hoped the Parish Council would consider purchasing it as a community asset.

17.142 APOLOGIES

Resolved: That apologies received from Cllr Siddorn be accepted.

17.143 RESIGNATION OF COUNCILLOR

Cllr Spibey had sent a letter of resignation on 20th March 2018.

Resolved: that the resignation of Cllr Spibey be accepted.

17.144 DECLARATION OF INTERESTS

Cllr Higham wished to note his interest in agenda item 17.152.

Resolved: that the declaration of interest from Cllr Higham be noted.

17.145 CONFIRMATION OF MINUTES

Councillor Warren proposed to confirm the minutes of the March meeting of the Parish Council, Cllr Lawton seconded.

Resolved: that the minutes of the meeting held on 5th March 2018 be confirmed as a true and correct record and signed by the Chairman.

17.146 MATTERS ARISING

(135.2) Agricultural Contractors; an exit/entrance had been created at the corner of Paddock Lane. The Clerk had informed Planning Enforcement. They had responded and reported they were already aware of the opening and would contact the land owners if Planning Permission was required.

(17.137) The Clerk had enquired with CE if the Public Spaces Protection Order on Dog Fouling would apply once CE had leased the Playing Field Complex to APC. No response to date.

(17.139) The Highways working group had requested a meeting with Lorraine Rushton at the Car Park to discuss ways of improving the parking facility. A meeting had not been arranged to date.

17.147 HOUSING (PLANNING/HERITAGE & CONSERVATION)

147.1 Planning Applications

18/1342N	9 Daisy Bank Crescent, Audlem, cw3 0hd	Non-material amendment to 17/4150N – proposed two storey side and single storey rear extension.	Approved.
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18/1430N	2 Copthorne Drive, Audlem, CW3 0EQ	Single storey rear extension to replace existing conservatory.	Comments by 18 th April 2018. All in favour to note no objection.
18/1294N	22 Daisy Bank Crescent, Audlem, CW3 0HD	2 Storey Side Extension	Comments 11 th April 2018. All in favour to note no objection.

It was reported Cllr Seddon and Cllr Jones had attended the informal hearing of the M&S Appeal; the whole discussion had been based on hypothetical figures and assumptions. Notice of a Consultation on Developer Contributions had been received. All Councillors were in favour to drafting a response for submission. Cllr Bailey was asked about the application from Mill Lane and the Parish Councils' letter raising the point that CE Highways and Planning had failed to notice the application was in breach of the Road Traffic Act. Cllr Bailey reported the application was with the Legal Dept for review.
Resolved: that the planning application responses above be recorded.

17.148 FINANCIAL MATTERS

148.1 Finance Report – the Finance Report was accepted by Councillors

148.2 Unreported Expenditure and Income – to note the expenditure and income retrospectively not already reported in the minutes.

MONTH	DATE	CHQ	PAYEE	DESCRIPTION	Payments
2	08.05.17	dd	Nest	pension payments	£ 44.35
4	20.07.17	dd	waterplus	public conveniences	£ 93.44
4	25.07.17	so	then media	web services	£ 24.10
5	04.08.17	dd	NEST	pensions	£ 44.35
5	21.08.17	dd	waterplus	public conveniences	£ 83.66
5	25.08.17	so	then media	web services	£ 24.10
5	04.08.17	dd	extra energy	Electricity Supply	£ 806.30
5	04.08.17	dd	Nest	Pension Contributions	£ 44.35
6	04.09.17	dd	Extra energy	Electricity Supply	£ 71.38
6	08.09.17	dd	Nest	Pension Contributions	£ 44.35
6	25.09.17	so	then media	web services	£ 24.10
7	18.10.17	1713	G Fallows	Maintenance	£ 240.00
7	04.10.17	dd	Nest	Pension Contributions	£ 44.35
7	05.10.17	dd	extra energy	Electricity Supply	£ 77.19
7	20.10.17	dd	Water Plus	Water Utilities	£ 83.66
7	25.10.17	dd	then media	web services	£ 24.10
11	05.02.18	1754	ASET	Grant - Flags	£ 150.00

Cllr Seddon proposed to accept the unreported expenditure, Cllr Carlin seconded. All were in favour.

Cllr Higham raised a query about the amount of £806.30 to Extra Energy; it seemed a large amount to pay. Cllr Seddon stated that the Extra Energy had written to say that the amount was as a result of an actual meter reading. This was being investigated. He also stated that the meter was difficult to read as it was very high up in a narrow space. He would attempt to read the meter.

Errors Identified in Cheque Payments Minuted

2017/ 2018	Date	Chq no	Payee	Description	Correct amount	Issue identified
1	3.4.17	1641	K Dixon		£ 22.89	Wrong amount (£53.29) recorded in minute 16. 161.2.
2	8.5.17	1664	K Dixon	Office Equipment	£ -	This cheque was voided
4	10.7.17	1655	PHS Group	public conveniences - destroyed chq	£ -	This cheque was voided
6	4.9.17	1700	Delmar Press	Newsletter	£ 284.00	Wrong amount (£294) recorded in minute 17.55.2

7	2.10.17	1705	G Davies	Salaries	£ 390.40	Wrong cheque number (1706) recorded in minute 17.69.2
7	2.10.17	1706	3 Counties Cleaning	Public Conveniences	£ 169.00	Wrong cheque number (1708) recorded in minute 17.69.2
7	2.10.17	1707	Audlem Methodist Church	Room Hire	£ 45.00	Wrong cheque number (1709) and wrong amount (£5) recorded in minute 17.69.2
7	2.10.17	1708	PHS Group	public conveniences	169.42	Wrong cheque number (1710) recorded in minute 17.69.2
7	2.10.17	1709	HMRC	PAYE	£ 59.80	Wrong cheque number (1711) recorded in minute 17.69.2
7	2.10.17	1710	Royal British Legion	137 donation	£50.00	Wrong cheque number (1712) recorded in minute 17.69.2
7	2.10.17	1711	K Dixon	Salaries	£ 573.41	Wrong cheque number (1705) recorded in minute 17.69.2
7	2.10.17	1712	K Dixon	Expenses	£26.16	Wrong cheque number (1707) and wrong amount (£6.16) recorded in minute 17.69.2

148.3 Closure of the Co-Operative Bank Account

The Co-Operative Bank Account had now been officially closed and all funds transferred to the Santander Account.

148.4 Authorisation of Cheques

21.03.18	1761	S McBennett	Expenses	£229.50
23.03.18	1762	H Jones	Expenses	£52.07
23.03.18	1763	G Seddon	Expenses	£43.40
23.03.18	1764	D Siddorns	Expenses	£21.60
27.03.18	1765	G Davies	Lengthsman Salary	£390.40
27.03.18	1766	S McBennett	Clerk Salary	£462.13
27.03.18	1767	Audlem Methodist Church	Hall Hire	£90.00
09.04.18	1768	S R Booth & Son	Toilet Repairs and Maintenance	£627.68
09.04.18	1769	S Warren reimburse for CCA	Best Kept Village Entry	£50.98
09.04.18	1770	3 Counties Cleaning	Toilet Cleaning	£175.50
09.04.18	1771	Cleaning Supplies 2 U	Toilet Sundries	£113.88
09.04.18	1772	ChALC	Affiliation	£594.36
09.04.18	1773	ChALC	Training	£110.00
09.04.18	1774	Zurich	Training Seminar	£36.00
09.04.18	1775	PHS Group	Toilet Cleaning	£175.75
09.04.18	1776	Cheshire Community Action	Membership	£50.00
09.04.18	1777	Playsafety Limited	Playing Fields Complex Inspection	£159.60
09.04.18	1778	Audlem Festival	Grant	£1250
09.04.18	1779	ADCA	Grant	£1500
09.04.18	1780	Audlem Scout&Guide	Grant	£1250

Cllr Seddon proposed to approve the accounts for payments detailed above, Cllr Lawton seconded. All were in favour.

148.5 Scheduled payments

12	06.03.18	dd	Nest	Pension	£54.08
12	19.03.18	dd	Information Commission	Registration	£35.00
12	26.03.18	so	Then Media	Website	£24.10

12	28.03.18	so	Npower	Electricity Supply	£79.00
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Cllr Seddon proposed to approve the scheduled payments, Cllr Jones seconded. All were in favour.

148.6 Receipts

9	18.12.17	Toilets	Honesty Box	£38.12
9	18.12.17	Toilets	Honesty Box	£65.43
12	08.03.18	Santander	Co-op Balance Transfer Contra-entry	£18,502.35
12	28.03.18	Santander	Acc Adjustment	£150.00
12	29.03.18	Toilets	Honesty Box	£107.17
2018/19	02.04.18	Santander	Bank Interest	£29.92

Resolved: that the Financial Matters 148.1 to 148.6 inclusive be agreed by the Parish Council.

148.7 Grant Funding Applications

The following Grant Application had been received by the Parish Council and reviewed by the Finance Sub Committee on 3rd April 2018.

a) ADAS – application for £500 donation towards The Big Switch On and Christmas trees and lights for the village.

FSC had recommended approval. Cllr Warren proposed to agree the grant application, Cllr Christie seconded. All were in favour.

b) ASET – application for £150 to cover the cost of village flags for the coming year 2018/19. FSC had recommended approval. Cllr Carlin proposed to agree the grant application, Cllr Higham seconded. All were in favour.

c) Audlem Bowling Club – application for £1500 to fund the replacement and update of lighting. FSC recommended approval. Cllr Seddon proposed to agree the grant application, Cllr Higham seconded. Cllr Jones abstained. All others present agreed.

Resolved: that the Grant Applications above be approved for payment at the next meeting of the Parish Council.

148.8 Bank Reconciliation

The Quarter 3 Bank Reconciliation would be presented at the next meeting of the Parish Council for agreement.

17.149 PLAYING FIELD COMPLEX

The Inspection Report received from ROSPA highlighted a number of issues needing attention that were outstanding from last inspection in 2017. A meeting with ANSA would take place on 17th April 2018.

Mr Measures had forwarded various documents to Fields in Trust and was working with them and CED to get the transfer completed as swiftly as possible.

17.150 PARISH COUNCIL MATTERS

150.1 Village Meeting 16 May 2018: Cllr Warren reported seven organisations had confirmed they wished to attend.

150.2 The Parish Council would buy a domain name for future use. Several options were discussed.

The most suitable was considered to be audlemparishcouncil.org.

Cllr Jones proposed, and Cllr Higham seconded. All agree.

Resolved: that the Parish Council agreed to the purchase of the domain name audlemparishcouncil.org.

17.151 VILLAGE PARKING STRATEGY

It was proposed to form a Sub Committee to review and consider action for improvement of parking facilities in Audlem. The committee would include Parish Councillors and local residents.

Cllr Carlin proposed to agree to the formation of a Village Parking Sub Committee, Cllr Warren seconded. All agree. Terms of reference would be drawn up for review at the next meeting.

Resolved: that the Parish Council agreed to form a Village Parking Sub Committee.

17.152 VILLAGE CYCLE RACK LOCATIONS

Councillors discussed the proposed location for the cycle racks. A map had been supplied. The existing cycle rack next to Buttermarket would be removed as it was not fit for purpose.

Councillors considered each location individually as follows: -

Location 1 Church front location – 4 hoops to be installed and the redundant rack removed. Planning permission is outstanding but permission has been sought from the church who confirmed that the wall does not belong to them but they have no objections about placing the bicycle racks there.

Councillors were concerned about the aesthetics of the front of the church and centre of the village. In principle, four Cllrs voted for and two against the location on the condition that the current, useless rack is removed and planning permission is granted. Two Cllrs abstained.

Location 2 – next to the phone box and public WCs – Councillors agreed in principle but not for the racks to be on a concrete base. 7 Councillors agreed and one abstained.

Location 3 – carpark/annex area – Cllrs were not in favour of the proposed location on the playing field and requested further details. Seven Cllrs agreed that the car park area was acceptable in principle. One Cllr abstained.

Location 4 – next to the Co-op, seven Councillors agreed in principle, subject to correct permissions being obtained and one abstained.

All Councillors agreed they would view each location in person before the next meeting and that a resolution would be required once permissions were obtained and before installation took place.

17.153 CORRESPONDENCE

The following items of correspondence were noted: -

153.1 Npower

153.2 Waterplus

153.3 Audlem St James Church

153.4 Cheshire East Electoral Register

153.5 Alastair Houghton regarding the lost hedgerow. Cllr Bailey wished to note she had declared an interest at the outset of the application. Cllr Seddon would draft a response to Mr Houghton.

153.6 ADAS had asked about putting two benches at the entrance to the car park. The site nearest the public hall belongs to CEC and ADAS are contacting them for approval.

153.7 An email from Hankelow NHP Group had asked if Audlem Parish Council had considered putting Gas Supply in the ANP. It had not been included, however, it was agreed it could be included on the list of potential considerations as part of our engagement for the future re-draft.

17.154 AREAS OF RESPONSIBILITY

Reports from each working group and the Finance Sub Committee had been updated and received.

17.155 DATE OF NEXT MEETING

The next meeting of the Parish Council would be held at **7.00pm on Monday 14th May 2018** at the Methodist Rooms.

The meeting was closed at 9.12pm to cover Part 2 Agenda Items; members of the public left the meeting.

Cllr Bailey remained.