



## AUDLEM PARISH COUNCIL

**Clerk: Belen Lopez Bloor**

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### MEETING OF AUDLEM PARISH COUNCIL MINUTES OF MEETING

Monday 1<sup>st</sup> April 2019 at 7.30pm

Methodist Meeting Rooms, Shropshire Street

#### PRESENT

Cllr Geoff Seddon (Chairman), Cllr David Higham (Vice Chair), Cllr Lorna Matthews, Cllr Paul Barrett, Cllr Lynette Hopkins, Cllr Kate Down, Cllr Frances Mary Christie, Cllr Tim Lawton, Cllr Steve Boyes, Cllr Nigel Mottershead and Ward Councillor Rachel Bailey.

**In attendance:** Clerk - Mrs Belen (Bee) Lopez Bloor.

#### PUBLIC FORUM

The local Police Constable and the PCSO updated the Parish Council on recent happenings. Currently there is not a lot to report which is a good thing. There had recently been a theft of a digger which has been recovered and also some mobile phone theft. They mentioned residents can upload dash-cam footage on the Cheshire Police website. Councillors requested future patrols to incorporate the playground area to deter vandalism, which was agreed. The PCSO is currently working with the youth club to help control any antisocial behaviour. They will continue to work on speed enforcement. Councillors raised concerns about tractors mounting the pavement at the canal bridge and asked if a warning note could be added to the police website. This was agreed and they would also feed these comments back to Reaseheath College to educate the students. The new Rural Watch signs printed on A4 corrugated board were shown. The next Cluster Meeting will be after the May bank holiday.

The Chairman thanked Cllrs Frances Mary Christie, Kate Down and David Siddorns who were stepping down from office as Councillors in May for all their hard work and dedication following many years in office.

#### **18.164 APOLOGIES FOR ABSENCE**

That apologies received from Cllr David Siddorns be accepted.

#### **18.165 DECLARATION OF INTERESTS**

Cllr Christie declared an interest in the Manor Farm planning application and Cllr Mottershead declared an interest in the 10 Salford planning application.

#### **18.166 CONFIRMATION OF MINUTES**

Cllr Higham proposed to confirm the minutes of 4<sup>th</sup> March 2019, Cllr Mottershead seconded. All Councillors were in favour.

**Resolved: that the minutes be confirmed as a true and correct record.**

#### **18.167 MATTERS ARISING**

18.167.1 Update – drainage issues in the village.

Cllr Hopkins confirmed that most gullies in the village have now been cleared. She has chased Cheshire East Council's Highways team for them to dig out the gullies on Churchfields as these were missed. She will also chase so they clear out gullies at Cox Bank which are hard to access but are in urgent need of attention.

**Action: Cllr Hopkins to keep liaising with Cheshire East Council.**

18.167.2 Update -ADAPT bicycle racks.

Cllr Down had circulated a drawing of the proposed location and installation to all the Councillors and has since met with ADAPT and ADAS to look at the area by the Co-Op. She confirmed she is happy with the proposed space for the bicycle racks and confirmed there would still be adequate space for a noticeboard in the gravelled area in front of them. The ADAS benches on grass area

would also fit. Cllr Hopkins proposed to allow ADAPT to install bicycle racks and ADAS to install benches, Cllr Higham seconded. All Councillors were in favour.

**Action: Clerk to inform ADAPT and ADAS they can proceed with their requests.**

18.167.3 Town and Parish Council Conference 6th March.

No further action necessary.

18.167.4 Reinstating the bridge signs at the Shropshire Union Canal.

The Highways Working Group discussed this and felt that there is already an over proliferation of signs in village. The development of the car park at Turnpike Field will bring other issues which will mean signage will need to be reviewed. Cllr Hopkins proposed to defer this item until the future, Cllr Higham seconded. All Councillors were in favour.

**Action: Clerk to add this to agenda later in the year.**

18.151.2

Cllr Seddon wished the Parish Council to note that no invoice for the use of the car park had been received by Audlem Medical Practice's building contractor. He thanked Ward Councillor Rachel Bailey for investigating the matter.

### **18.168 HOUSING (Planning/Heritage & Conservation)**

#### **18.168.1 PLANNING APPLICATIONS**

To consider the following: -

<b>Planning reference</b>	<b>Main location</b>	<b>Development description</b>	<b>Action</b>	<b>Decision</b>
19/0855N	Land adj 10, SALFORD, AUDLEM, CW3 0AZ	Reserved Matters following Outline Approval 18/0178N - Outline planning permission for erection of 2 no. dwellings. All matters reserved except access	To discuss & resolve	Date Registered 07/03/2019 Last Date for Comments 10/04/2019 Decision Target Date 02/05/2019 Recommendation from Planning Group to object to it on basis that most of the site is in a Level 1 flood area however neither the Environment Agency nor United Utilities have been clear in terms of what mitigation measures are needed and these measures need to be made clear before the application is determined. Also the design of the two properties are out of character with adjacent properties and would have a detrimental impact on the adjacent Salford and Woore Road Conservation Area. Cllr Boyes proposed to object, Cllr Christie seconded, All in favour, one abstention. Action: Clerk to draft a letter.
19/1390N	Sandy Lane Farm, SANDY LANE, AUDLEM, CW3 0BF	Proposal certificate of existing lawful use for the Storage and maintenance of agricultural machinery, storage and maintenance of gritting vehicles.	To discuss & resolve	Date Registered 19/03/2019 Last Date for Comments 10/04/2019 Decision Target Date 14/05/2019 Recommendation from Planning Group is no objection. Cllr Seddon proposed, Cllr Boyes seconded. All in favour. Clerk to draft a letter. Also to check with Environmental Health if there is any potential danger the lack of bunding around the stainless steel tanks erected in June of last year.
19/1514N	16, WINDMILL DRIVE, AUDLEM, CW3 0BE	Non-material amendment to Approved application 19/0297N - Proposed extension to side of existing dwelling.	To discuss & resolve	Date Registered 26/03/2019 Decision Target Date 22/04/2019  Cllr Seddon proposed to say no objection, Cllr Down seconded. All in favour. Action: Clerk to write to the planning officer.
19/1525N	Maybank, WOORE	Single storey rear	To discuss & resolve	Cllr Boyes proposed to say no objection,

	ROAD, AUDLEM, CW3 OBT	extension with internal alterations		Cllr Hopkins seconded. One abstention, all others in favour. <b>Action: Clerk to write to the planning officer.</b>
19/0342N	The Paddocks, MOUNT PLEASANT, AUDLEM, CW3 OBS	Variation of condition 3 (approved plans) to planning application 14/5408N - Proposed Extensions (Amended proposal) re-submission 14/2566N	Decided – approved	Approved with conditions
19/0454N	13, BROADWAYS, AUDLEM, CW3 OEY	Rear single storey extension and front porch	Approved with conditions	Approved 27/03/2019
19/0764N	The Square, STAFFORD STREET, AUDLEM	Installation of rainwater pipe to the north elevation of the church tower.	Decided - approved	Approved with conditions
19/0185N	SANDY LANE FARM, SANDY LANE, AUDLEM, CW3 OBF	Formation of New Agricultural/Agricultural Contractors Access Route from Existing Yard to Paddock Lane and Ceasation of Bath Lane route	Not yet decided	Date Registered 14/01/2019 Committee Date Last date for comments 20/02/2019 Decision Target Date 11/03/2019
18/5696N	Land West Of, AUDLEM ROAD, AUDLEM	Plot substitution of 12 approved plots replacing them with 13 smaller plots.	Not yet decided	Comments submitted 09/12/2019 decision date 14/02/2019

18.168.2 McCarthy & Stone replacing hedge at Anwyl site.

Councillors had noticed that the hedge has been replaced but it very small.

**Action: Cllr Seddon to check planning conditions and draft an email for Clerk to send if necessary.**

18.168.3 Proposed residential development at the Bird's Nest site.

Cllr Boyes, Cllr Seddon and Ward Cllr Rachel Bailey met with Renew Land Developments and Magenta Living. The proposed 35 unit scheme is more than the local plan's approved 20 units. The need for a pedestrian crossing in that area was highlighted. It was suggested that Magenta Living hold discussions with nearby residents. The public consultation will be held circa May.

Cllr Christie mentioned that the hedge at the Old Post Office site has been cut down and is very low.

**Action: Cllr Boyes to investigate & report back.**

## 18.169 FINANCIAL MATTERS

18.169.1 Finance Report – to receive the Finance Report.

Cllr Seddon commented there was a further £3,300 for the contribution to the reserve funds. Overall, there has been a slight underspend of £2,600, mainly because the Parish Council did not purchase the speed indicator device during the year but otherwise the forecasted budget had been reasonably accurate.

18.169.2 Changing electricity supplier from Npower to EDF Energy.

Since the last meeting, Scottish Power had increased their new tariff considerably and based on the new tariff rates the Finance Sub Committee recommended that the supplier should now be changed to EDF Energy. The new contract will be on a 3-year fixed rate until 31st March 2022 with a standing charge 25p per day and 16.75p per kwh. Cllr Higham proposed to change the supplier to EDF, Cllr Lawton seconded. All in favour.

**Action: Clerk to proceed with changing the supplier to EDF.**

18.169.3 Grant request for £500 from Touring Arts Visiting Audlem (TAVA).

Cllr Seddon pointed out that the last grant request the Parish Council provided was 2015 and this had also been for advertising and publicity. Cllr Seddon proposed we defer the decision until further information is provided by TAVA, Cllr Christie seconded. All in favour.

**Action: Deferred until the May meeting once further information has been made available.**

18.169.4 Authorisation of cheques – to agree the accounts for payment.

2046	Gavin Davies	Salaries - Street Cleaning March 2019		408.94
2047	Belen Lopez Bloor	Salaries March 2019		595.39
2048	Belen Lopez Bloor	Office Expenses March 2019	Mileage, mobile phone top up	46.22
2049	Councillor Nigel Mottershead	Councillor Expenses March 2019	Mileage to Health & Safety training seminar	17.91
2050	PHS Group	Public Conveniences		175.75
2051	Audlem Methodist Church			65.00
2052	3 Counties Cleaning			205.00
2053	Cleaning Supplies 2 U	Public Conveniences	Toilet paper and soap	96.00
2054	Cheshire Community Action	Subscription		50.00

Cllr Down proposed to accept the authorisation of cheques, Cllr Higham seconded. All Councillors were in favour.

#### 18.169.5 Scheduled payments – to approve the scheduled payments.

SO	05/03/2019	Shires Pay Services Limited	Payroll Services	£20.00
DD	04/03/2019	NEST	Pension Contributions	£55.66
DD	19/03/2019	ICO	Data Protection Membership	£35.00
DD	20/03/2019	WaterPlus		£72.36
SO	25/03/2019	ThenMedia Ltd	Website	£24.10

Cllr Seddon proposed to accept the scheduled payments, Cllr Christie seconded. All Councillors were in favour.

#### 18.169.6 Receipts – to minute the receipts.

21/02/2019	Honesty Box		£21.93
01/03/2019	Bank interest		£40.28
13/03/2019	Credit from NPower		£191.66

Honesty box income at the end of March was £41.23 so overall income from the public conveniences is approximately £607.

#### 18.169.7 Turnpike Field Donation update.

Donations of £16,183 have been received. Cllr Seddon has another cheque for £250.00 to bank.

Ward Cllr Rachel Bailey mentioned that the Government has issued a notice that all areas will receive money for a High Street Clean Up. The pot of £66,000 will be split per Ward Member which equates £800 for the Audlem Ward. Ward Cllr Bailey is keen to deliver something inclusive and with collective benefit. She is to arrange a meeting of representatives of the Parish Councils in the Ward.

**Action: Ward Cllr Bailey to send a follow up email.**

### 18.170 TURNPIKE FIELD (PREVIOUSLY KNOWN AS LAND AT GREEN LANE)

#### 18.170.1 General update on the field.

The online survey closed midnight last night and there had been circa 350 responses. The car park remains first choice. The TFWG will be meeting again on 15<sup>th</sup> April.

Cllr Boyes mentioned the need for Cheshire Wildlife Trust to conduct a full ecological survey in June so that the Parish Council is fully aware of all flora and fauna in the field before commencing any development or maintenance. The cost for this is £350.00.

**Action: Clerk to add this to the May agenda for approval.**

##### 18.170.1.a Update - Guidelines for use of the field.

The TFWG is looking into this and will prepare these.

##### 18.170.1.b Update - Extra fencing around the temporary pedestrian gate.

Cllr Higham has installed this and the materials were free of charge.

##### 18.170.1.c Update - Dog bin and dog sign.

The Clerk confirmed warning signs have gone up and a new bin is on order, soon to be delivered.

#### 18.170.2 Setting the field in charitable status or Fields in Trust.

Councillors agreed it was important for this to happen so the field can be protected in perpetuity. They also thought it would be beneficial as gift aid could be claimed on donations received. Cllr Seddon explained Fields in Trust are a charity and that it will be difficult and expensive to set up another trust within Fields in Trust. Cllr Boyes asked if the Parish Council are agreeable for TFWG to progress looking into charitable status and all Councillors agreed.

18.170.3 Requests to use the field for the Gathering of Historic Boats on 27/28th July.

Councillors commented that this is the same date as Audlem Ramblers and Cllr Higham commented that volunteers will be needed to marshal the car park that weekend.

**Action: TFWG to review the application.**

18.170.4 Public Meeting next organised for 11th July 2019.

### **18.171 PLAYING FIELD COMPLEX – UPDATE**

18.171.1 Site visit with Cheshire East Council.

The Asset Group recently met Senior Officers at Cheshire East Council to look at the damage to the safety surface in the Play Area. It was agreed that some of the damaged areas were dangerous and repair work would commence as soon as possible. Councillors asked that the roundabout be replaced with new equipment as it is not fit for purpose. Works had commenced 1<sup>st</sup> April and some areas of the playground will be closed off whilst works are being completed.

**Action: Letter to be sent to Ward Councillor Rachel Bailey requesting her support the change of equipment.**

18.171.2 Ownership progress with Hibberts Solicitors.

No update.

### **18.172 PARISH COUNCIL MATTERS**

18.172.1 Parish Council elections.

Three long standing Councillors will be standing down and there is one existing vacancy.

18.172.2 Domain name and document library website.

In order to address GDPR compliance issues, Councillors could have email addresses that end in Audlem.org which would enable the Parish Council to have separate mailboxes to their personal emails. It would also mean that when a Councillor leaves, emails will remain within the control of the Parish Council. Then Media would manage the mailboxes on our behalf but have no control over email content. The charge would be £2 each + VAT per month per mailbox.

Document storage - Councillors discussed the need for an online document storage whereby everybody can upload documents for people to read. This would replace the current set up whereby a large number of documents, sometimes up to 15 documents are attached to emails which clogs up inboxes and uses up space on laptops. This would also mean document sharing is GDPR compliant. Then Media could provide read-only storage of documents in the cloud in a central repository on the Audlem.org system at no additional cost. Councillors felt this would meet our current needs.

Shared calendar - Councillors felt this would be a useful tool to show when Councillors have arranged meetings, holidays, training or other events. The calendar would be a private read-only option whereby the Clerk would keep it updated. This would also assist in scheduling future meetings because everybody can see availability clearly.

Website - Councillors felt that the Audlem website and Parish Council website need to be better integrated. The AOL team are changing the website and upgrading it. ThenMedia suggested the Communications group should liaise with AOL and the Then Media team and have a discussion once the next platform is launched. June/July would be a good time to meet to discuss the new layout and navigation with a view to a new Audlem website being launched in September.

**Action: Councillors agreed to keep liaising with AOL and Then Media on this.**

18.172.3 Best Kept Village Awards 2019.

Cllr Down and Cllr Matthews will coordinate this and complete the entry form.

**Action: Cllr Down to send the Clerk the completed forms.**

18.172.4 Asset reviews.

Cllr Mottershead volunteered to lead on this.

**Action: Asset inspections to be completed as soon as possible.**

18.172.5 NALC Star Council Awards 2019.

No action.

### **18.173 CORRESPONDENCE**

18.173.1 Complaint from resident regarding traffic speed and installation of traffic calming measures.

Councillors noted this complaint. Cllr Hopkins explained to the complainant that the Parish Council is reviewing traffic calming measures with a Senior Highways Officer at CEC.

18.173.2 Complaint from resident regarding the lighting at the Anwyl site.

Councillors noted this complaint. The Clerk has spoken to the lighting manager at CEC and the matter is being investigated by Environmental Health.

18.173.3 A Street Trading application has been received for an ice-cream van. Cllr Higham proposed to accept the application, Cllr Hopkins seconded. 8 Councillors in favour, one abstention, one against.

**Action: Clerk to write to CEC to inform them no objection.**

### **18.174 AREAS OF RESPONSIBILITY**

18.174.1 To receive working group reports.

Cllr Seddon thanked those who had submitted their reports and hoped that all would be submitted next month.

18.174.1a New LED streetlight design on Woore Road.

A complaint had been received regarding the streetlight design on Woore Road. The new modern LED streetlights that have replaced the old-style ones are not particularly in keeping with the rest of them. Cllr Hopkins commented that LED lighting is more cost effective than sodium. Cllr Boyes commented that consistency is key and proposed writing to Ian Darlington at CEC and asking him to clarify what the lighting policy is.

**Action: Clerk to write to CEC.**

### **18.175 ITEMS FOR FUTURE AGENDA**

Grant request for £500 from Touring Arts Visiting Audlem.

### **18.176 DATE OF NEXT MEETING**

The next meeting of the Parish Council is the Annual General Meeting and will be held at **7.00pm** on **MONDAY 13<sup>TH</sup> MAY 2019** in the Methodist Rooms.

Cllr Seddon declared the meeting closed at 9.26pm.