

AUDLEM PARISH COUNCIL
MINUTES OF MEETING
MONDAY 4TH DECEMBER 2017 AT 7.30PM
METHODIST MEETING ROOMS, SHROPSHIRE STREET, AUDLEM

PRESENT:

Cllr Seddon (Vice Chair), Cllr Siddorns, Cllr Higham

Attending: Mr Tim Lawton, Mrs Suzie Warren, Mr Alvar Jones from Audlem Online

In attendance: Sandie McBennett (Clerk)

PUBLIC FORUM

17.90 APOLOGIES

Resolved: That apologies received from Cllr Jones, Cllr Latham, Cllr Down, Cllr Carlin, Cllr Christie and Cllr Consterdine be accepted.

17.91 CO-OPTION OF COUNCILLORS

Mr Tim Lawton and Mrs Suzie Warren had applied for the vacant Councillor Vacancies.

Cllr Seddon proposed the co-option of Mr Lawton and Mrs Warren. Cllr Siddorns seconded.

Resolved: that Mr Tim Lawton and Mrs Suzie Warren be co-opted onto Audlem Parish Council with immediate effect. Cllr Lawton and Cllr Warren signed the form Acceptance of Office and completed their Registrable Interests declaration.

17.92 DECLARATION OF INTERESTS

No declarations were received.

17.93 CONFIRMATION OF MINUTES

Resolved: That the minutes of the meeting held on 6th November 2017 be confirmed as a true and correct record and signed by the Vice Chairman.

17.94 MATTERS ARISING

(i) Defibrillators – the defibrillator had been ordered; update in January.

(ii) Notice boards – The area between the Co-Op and the Fire Station would not be a possible new location for the noticeboard; the area is privately owned.

Action: the Clerk to check all noticeboards in the village, their location and condition.

(iii) Royal Mail – a response from Michael Hogg had been received regarding the post collection time changes; a later collection time for Windmill Drive would commence on 4th December 2017 to co-ordinate with the opening of the new Post Office.

Action: the Clerk to enquire if the existing post box will be moved nearer to the new Post Office.

17.95 HOUSING (Planning/Heritage & Conservation)

95.1 Local Plan & ANP – Site Allocations & CIL

An email response had been received from Jeremy Owens of CE regarding site allocations. CE were still working on the allocations; The outcome of the Call for Sites is likely to be ready for January or February. The CE Housing Strategy had been circulated amongst Councillors; the Planning Group would formulate a reply for submission before 8th January 2018.

95.2 Responses to Correspondence

i) Richard Taylor 17/0339N and S106 Monies – no response had been received.

Action: The Clerk to write again to Richard Taylor and include the CCG.

ii) Sean Hannaby re 17/0339N – no response had been received. The Clerk had emailed requesting a reply.

iii) Cllr Bailey re 17/17/0339N – no response had been received. The Clerk had emailed requesting a reply.

95.3 McCarthy and Stone Appeal 17/0339N

Action: The planning group would look at the Appeal and formulate a response and new comments.



95.4 Heathfield Road Issues/height of new dwelling complaint

Residents had raised concerns about the level of the soil banks behind their homes. Confirmation had been received it complied with the approved plan. A further concern regarding the height of the buildings being erected was raised by residents; again, confirmation had been received that the developers were correctly constructing the site in line with the approved plan.

95.5 Complaint regarding lost Hedgerow 17/5381D

Daniel Evans of CE had responded to the objection regarding the hedgerow on 30th November 2017. The current appeal by Anwyl could negate the recommendations.

Action: The Planning Group to respond to Daniel Evans regarding the replanting of the hedgerow.

The Planning Group to write to Daniel Evans to query the 50th House clause.

95.6 Planning Applications

17/5945T	58 Windmill Drive, Audlem, CW3 0BE	Works to oak tree rear of no 58.	CE to survey and recommend action. No comment.	
17/5869N	34 Windmill Drive, Audlem, W3 0BE	Proposed single storey rear extension.	No objection.	
17/5800N	Springfield, Woodhouse Lane, Buerton, CW3 0DR	Proposed private detached garage for the storage and maintenance of owner's classic car collection in environmentally controlled conditions.	No submission received to date. No objections received; a rider on the planning register should not be converted in the future to a dwelling.	
17/5776N	Land to North of Little Heath Barns, Audlem	Erection of Retirement Living housing (category II type accommodation), communal facilities, landscaping and car parking (re-submission following non determination of application 17/0339N)	No submission received to date. New application by M&S showing no apparent changes. An update had been requested. Planning group consider and respond, bring back to full PC for approval and submit by 2.01.18.	
17/5729N	Land off, Audlem Road, Audlem, Crewe, Cheshire, CW3 0HE	Non material amendment relating to 17/2468N - Variation of the approved planning layout AH066/01 REV 25 to AH066/01 REV 29 on existing permission 16/1131N; approval of reserved matters appearance, landscaping, layout and scale of outline permission for up to 120 dwellings (outline Ref: 13/2224N)		Approved
17/5558N	30 Green Lane, Audlem CW3 0ES	Reserved matters for approved Outline application 15/0780N relating to appearance, layout and scale of proposed building	Concerns had been submitted; overlooking adjacent properties and size of the remaining turning circle at the top of the drive	Decision Target Date 29/12/2017
17/5575N	1 Hillary Drive, Audlem CW3 0HJ	Proposed single storey side and rear extension to provide additional living space	No objection.	Decision Target Date 28/12/2017
17/5381N	Land off Audlem Road, Audlem	Discharge of Condition 1	Comments required by 13th November	Approved
17/5308N	Over the Water, Daisy Bank Crescent, Audlem, CW3 0HD	Convert existing bungalow to two storey dwelling	Comments required by 15th November	Decision Target Date 14/12/2017
17/5194T	1, Matthews Way, Audlem, CW3 0LT	Works to TPO trees	Comments required by unknown date	Decision Target Date 06/12/2017
17/5029T	The Lymes, Woore Road, Audlem, CW3 0BP	Works to TPO trees	No objection	Decision Target Date 27/11/2017
17/5028T	The Lymes, Woore Road, Audlem, CW3 0BP	Works to trees in Conservation Area	No objection	Decision Target Date 12/11/2017
17/4775N	St James Court, Churchfields, Audlem, CW3 0AN	Take down existing brick built garden retaining wall with length of approximately 20 metres and height of 1.7 metres. Replace foundations and rebuild.	No objection	Approved with Conditions



17/4793N	KYNSAL VILLA, PADDOCK LANE, AUDLEM, CW3 0DP	Proposed conversion of former farm building to form one dwelling	Concerns submitted - lack of compliance with NP	Approved with Conditions
17/4602N	4, Crown Mews, CHESHIRE STREET, AUDLEM, CW3 0ND	Release from legal obligation allowing for staircasing to 100%	Objection submitted	Decision Target Date 2/11/2017
17/4150N	9 Daisy Bank Crescent, Audlem, CW3 0HD	Proposed two storey side and single storey rear extension.	No objection	Approved with Conditions

17.96 **FINANCIAL MATTERS**

96.1 Finance Report

Deferred. The minutes could not be approved as only Cllr Siddorns was present at the Finance Sub Committee Meeting.

96.2 Half Year Audit

The Half Year Reconciliation had been circulated showing the balances to date.

96.3 Year 2018/2019 Budget

Deferred until the next meeting when more Councillors would be in attendance.

96.4 2018/2019 Precept

Deferred decision until the next meeting when more Councillors would be in attendance. It was noted if the if the current Band D Council Tax (of £42.61) remained the same, this would increase the precept from £38,280 to £39,539.

96.5 Bank Signatories

Cllr Consterdine had written to the Co-operative Bank to request new signatory forms.

96.6 Authorisation of Cheques

1725	Audlem Methodist Church	Room Hire	65.00
1726	Kirstin Dixon	Mobile Phone Expenses	60.00
1727	Heather Jones	Exp. from Chairman's Allowance	30.00
1728	PHS PHS	Annual Duty of Care (0.60) Sanitary Services (169.42)	170.20
1729	Gavin Davies	Salary	390.40
1730	Sandie McBennett	Salary	476.72
1731	Robert Spibey	Bench Maintenance	100.44
1732	SPS	Payroll Admin	21.50
1733	Cleaning Supplies 2 U	Toilet Sundries	56.94
1734	Record	Biodiversity Info Report	195.00

Cllr Siddorns proposed to accept the payments, Cllr Lawton seconded.

Resolved: the accounts listed were approved for payment.

96.7 Scheduled Payments

Deferred until the next meeting.

96.8 Receipts

Deferred until the next meeting.

17.97 **PLAYING FIELD COMPLEX**

CE had provided a revised plan of the area which was incorrect.

Action: Cllr Jones would meet on site with CE to confirm the actual area to be taken over.

17.98 **POST OFFICE**

The new Post Office had opened on 4th December 2017 as part of Llovely on Cheshire Street. Letters of congratulation had been sent to all involved in bringing the proposal to fruition.

Action: Cllr Jones to write to a letter of congratulation to PaulaVennells, -expressing thanks to Denise Nutbrown and Richard Hall for their efforts in reinstating a Post Office in Audlem.

17.99 **PARISH COUNCIL MATTERS**

99.1 Councillor Vacancy

The Casual Vacancy had been posted on 19th November as a result of Cllr Parsons' resignation on 6th November 2017.



99.2 Venue for 2018 Meetings

Councillors discussed the options to hold future meetings. The Methodist Rooms would be used for Parish Council Meetings and the Public Hall for ad hoc meetings; therefore, sharing the revenue between the two facilities. Cllr Seddon proposed to accept, Cllr Siddorns seconded.

Resolved: that the Parish Council Meetings would be held at the Methodist Rooms and ad hoc committee meetings would be held at the Annexe.

17.100 CORRESPONDENCE

The following items of correspondence had been received:

- (i) The Headteacher of St James' School had requested help with leaf clearance on the path adjacent to the school. The Lengthsman had been instructed to clear the leaves on this occasion. CE had confirmed the path was not a PRW or a public footpath; it was owned by Cheshire East Children and Families.
- (ii) Town and Parish Council – Budget Consultation Event on 19th December 2017.
- (iii) Health and Wellbeing Workshop – Cllr Higham would attend on 5th January 2018.
- (iv) Police and Crime Commissioner – Cllr Siddorns would attend on 5th December 2017.
- (v) Guide to grant funding for rural businesses on 20th December 2017.

17.101 AREAS OF RESPONSIBILITY

101.1		ASSETS <i>Playing Field Complex</i> <i>Public Conveniences</i> <i>Fixed Asset Register</i>	<ul style="list-style-type: none"> (i) Playing Field Complex Update – Clerk and Cllr Jones to progress. (ii) Public Conveniences Update – (iii) Phone Line – no information to report. (iv) Baby Change Table – the baby changing facility in the ladies' toilet had been vandalised – still outstanding, a replacement would be ordered shortly. (v) CCTV Sign. The sign would be put up shortly. (vi) Longhill Moss – Agreement to continue with the lease was awaited from Mr Bonnell. (vii) Benches refurbishment at the Buttermarket – now complete.
101.2		HIGHWAYS <i>Traffic & Parking</i> <i>Highways & Transportation</i> <i>Street Lighting</i>	<ul style="list-style-type: none"> (i) Pavements and Woore Road safety. Pavements overgrown. CE advised the Budget had been spent; it would be considered for next years' budget. (ii) ADAPT 20mph proposal – update (GS) – The PC would like to have input in ADAPT meetings and proposals. At last meeting – ADAPT had discussed 20mph zone and had approached CE. It had been agreed the PC should have overarching co-ordination of all requests and proposals to CE via the Clerk and the PC to agree any proposals in the first instance. A cycle route was also proposed; some funding was already held for this project by ADAPT. A cycleway on the towpath and cycle racks in the village were also suggested. The PC would consider funding for the cycle racks at 50% of cost from the Projects fund. (iii) Street lighting update (GS) – Cllr Consterdine forwarded his report. It was noted CE had ceased street lighting checks; it was not left to Parishioners and the PC to report outages. (iv) SIDS (DS) – Initial trials of a unit had shown it was too cumbersome. It was suggested a unit in similar to the one held by Wybunbury would be more usable. Another trial would be arranged perhaps on a lease basis. (v) Pothole A525 just to the west of the Bellyse Monument and to east of Windmill Drive had been reported, (vi) Sunken carriageway at Cheshire Street – a temporary repair had been completed. Roy Cook of CE had passed it on to United Utilities.



101.3	COMMUNITY <i>Health</i> <i>Law & Order</i> <i>Youth & Education</i> <i>Access & Inclusion</i> <i>Public Hall</i> <i>Burial Board</i>	<ul style="list-style-type: none"> (i) Police and Crime Commissioner - response to correspondence – Cllr Siddorns had met with Ian Bennett and circulated his report from the walkaround. (ii) Cluster Meeting – report on actions required. Report received. (iii) Public Hall/Annexe Opening. A formal letter of congratulations had been sent from PC. (iv) Education Travel Policy consultation response – a response would be sent to highlight the potential concern of pupils having to walk along dangerous access routes. (v) CEC Housing Strategy Consultation http://www.cheshireeast.gov.uk/housing/strategic_housing/housing-strategy-2018-2023-consultation.aspx (vi) Footpath to School – fallen leaves clearance request. Complete. (v) Cllr Warren agreed to join the Community Sub Committee.
101.4	BUSINESS, TOURISM & EMPLOYMENT <i>Business & Tourism</i> <i>CRT</i> <i>Use of Buttermarket</i>	<ul style="list-style-type: none"> (i) Use of the Buttermarket by ADAS on 24th November for the Big Switch On had been requested and approved. (ii) Tourism Group – car parking strategy – It was suggested to combine the ADAPT meeting and include the Tourism Group. Minutes of the meeting to be circulated to all Cllrs by the Clerk. (iii) Cllr Lawton agreed to join the BTE Sub Committee and the Housing Sub Committee.
101.5	COMMUNICATIONS	<ul style="list-style-type: none"> (i) Newsletter – it was agreed confirmation was required as to how and when it is being delivered so it may be received by all residents at a similar time. Cllr Seddon to telephone. (ii) Cllr Warren agreed to join the Communications Sub Committee.
101.6	ENVIRONMENT <i>Wildlife & Ecology</i> <i>Commons & Greens</i> <i>Open Spaces</i> <i>Parish Paths</i> <i>ADAPT</i>	<ul style="list-style-type: none"> (i) ADAPT Cycleway along Canal - already mentioned. (ii) The Permissive Path from Green Lane to Canal. Action: Clerk – the access way is granted by the previous owners of the land – confirm with the new owners if it is still a permissive path. (iii) Biodiversity Report The Environment group would provide a synopsis to the next meeting. (iv) Cllr Warren agreed to join the Environment Sub Committee.
101.7	ChALC	Cllr Siddorns asked that the Clerk confirm if the letter to Police and Crime Commissioner had been sent.

17.102 COUNCILLORS' REPORTS ON ADDITIONAL MEETINGS ATTENDED

None reported.

17.103 ITEMS FOR CONSIDERATION AT THE NEXT MEETING

Policy reviews – Standing Orders, Finance Policy, Communications Policy & Strategy review, Community Engagement strategy and Compliance committee. Planned for adoption by May AGM latest.

17.104 DATE OF NEXT MEETINGS

PARISH COUNCIL MEETING: 7.30 pm MONDAY 8TH JANUARY 2018 in the Methodist Rooms.



CHAIRMAN _____

Date _____

