



## AUDLEM PARISH COUNCIL

**Clerk: Belen Lopez Bloor**  
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### MEETING OF AUDLEM PARISH COUNCIL MINUTES OF MEETING

Monday 2<sup>nd</sup> December 2019 at 7.30pm  
Methodist Meeting Rooms, Shropshire Street

#### PRESENT

Cllr Steve Boyes (Chairman), Cllr Ralph Warburton, Cllr Pat Salt, Cllr George McLaren-Brown, Cllr Lorna Matthews, Cllr Lynette Hopkins, Cllr Suzie Warren, Cllr Nigel Mottershead and Ward Councillor Rachel Bailey.

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

#### PUBLIC FORUM

ADAS members attended to provide further information on agenda items 19.113.5.ii ADAS grant application for £1,500, 19.116.5 New bin for ADAS and 19.116.6 Power in the Buttermarket. See meeting minutes below.

#### **19.106 APOLOGIES FOR ABSENCE**

That apologies received from Councillors Paul Barrett, David Higham and Geoff Seddon be accepted.

#### **19.107 DECLARATION OF INTERESTS**

Cllr Hopkins declared a pecuniary interest in agenda item 19.112 in respect of the planning application submitted for 29 Whitchurch Road.

Councillor Warren as a committee member of ADAS declared a pecuniary interest in respect of 19.113.5.ii ADAS grant application for £1,500 and 19.116.5 New bin for ADAS.

Councillors Warburton and Matthews, as members of ADAS, declared a non-pecuniary interest in respect of 19.113.5.ii ADAS grant application for £1,500 and 19.116.5 New bin for ADAS.

Cllr Warburton also declared a pecuniary interest in respect of item 19.113.5.i Audlem Football Club grant application for £1,000.

Cllr Mottershead declared a non-pecuniary interest in respect of 19.110.1.i Drains at Mount Pleasant.

#### **19.108 CONFIRMATION OF MINUTES**

Cllr Warburton proposed to confirm the minutes of the meeting held on 4<sup>th</sup> November 2019, Cllr Salt seconded. Councillors unanimously agreed.

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

#### **19.109 GRANTS**

Councillors felt that the current process was arduous and wanted to facilitate applications. Cllr Boyes proposed the Finance Sub Committee and the Community Working Group review the grant policy, application process and eligibility criteria then suggest any changes to the Parish Council. Cllr Warburton seconded. Councillors unanimously agreed.

**Action/s: Clerk to add this to the agenda for February's meeting.**

#### **19.110 UPDATES FROM THE LAST MEETING**

19.110.1 Update – Highways.

19.110.1.i Drains at Mount Pleasant.

Cllr Mottershead reported the drain is blocked with detritus because the road is not swept, and the heavy rain means all the rubbish on the A525 ends up flowing down Mount Pleasant.

**Action/s: Clerk to report this to Cheshire East Council (CEC) asking them to sweep the roads from Woore Road to the edge of the village to the Paddock Lane crossroads.**

19.110.1.ii Problems resulting from detritus from farmers harvesting.

Councillors discussed writing to farmers in the area but Ward Cllr Bailey suggested a telephone call would be more appropriate. Cllr McLaren-Brown suggested the Parish Council flags the issue with National Farmers' Union (NFU).

**Action/s: Clerk to write to NFU.**

19.110.1.iii To receive the minutes from the Highways, Planning & Environment (HPE) working group. Cllr Hopkins ran through the meeting notes and flagged up a resident's complaint about flooding at Longhill Moss and a subsequent site visit from the Highways working group. Cllr Boyes proposed that the Clerk respond to the resident and Councillors McLaren-Brown, Hopkins and Mottershead form a subgroup and look into the history of Longhill Moss and involvement with DEFRA then report back to full Council in February. Cllr Hopkins seconded. Councillors unanimously agreed.

**Action/s: Clerk to add this to February's agenda.**

Cllr Hopkins also mentioned her site visit to inspect the longstanding problem of water at Salford. Senior members of CEC's Highways team need to attend to investigate where this is coming from.

**Action/s: Clerk to write to the team leader at CEC Highways.**

19.110.2 To receive the minutes from the Internal Working Group.

Noted.

19.110.3 To receive the minutes from the Website Subgroup.

Noted.

#### **19.110 REPORT FROM WARD COUNCILLOR RACHEL BAILEY**

Ward Cllr Bailey informed the Council that she is holding a meeting at Cox Bank with local farmers, a drainage consultant and the community this week to discuss flooding issues in this area. She expressed concerns that the CEC highways budget cut will further impact rural areas and her keen desire to investigate all flood sites urgently.

Cllr Boyes suggested getting all Parish Councils together to discuss how to tackle these flood areas and the Ward Cllr Bailey welcomed this.

**Action/s: Cllr Boyes to liaise with Ward Cllr Bailey.**

Councillors discussed the flooding at Corbrook between Hanelow and Audlem that resulted in road closure for two days.

**Action/s: HPE working group to consider infrastructure improvements to prevent flooding. Audlem and Hankelow Parish Councils to meet and put together a business case for improvements. Clerk to add this to HPE working group agenda.**

She is investigating connectivity of bus transport with the Crewe & Nantwich bus users group and will report back with further information in due course.

She also informed the Council that the second round of New Homes Bonus could be delayed by a year if the proposals in the Cheshire East budget consultation are accepted.

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

19.112.1 PLANNING APPLICATIONS

19/5168N 2, ALDELYME COURT, AUDLEM, CW3 0AF

Cllr Boyes proposed the Clerk write to CEC planning officer informing them the Parish Council have no objections to this application. Cllr Mottershead seconded. Councillors unanimously agreed.

**Action/s: Clerk to action as above.**

19/5436N 19, WHITCHURCH ROAD, AUDLEM, CW3 0EE (previous reference 19/1986N)

It was noted that the application is now on the website although there is no description what the proposed building will be used for.

If was agreed to ask Ward Cllr Bailey to call the application in.

It was also agreed to oppose the application as no proposed use has been identified.

If the application is approved, it is suggested that conditions are applied to the development removing permitted development rights or restrict the use of the outbuilding so that it excludes residential accommodation.

**Action/s: Cllr Boyes to draft a letter for the Clerk to send to CEC Planning.**

19.112.2 Suggested planning application protocol.  
Deferred until January.

Planning reference	Main location	Development description	Action	Decision by APC	Decision by CEC
19/5436N (previous reference 19/1986N)	19, WHITCHURCH ROAD, AUDLEM, CW3 0EE	Proposed outbuilding	Submitted	Formally object	Date Registered 25/11/2019 Date For Comments 18/12/2019 Decision Target Date 20/01/2020
19/5168N	2, ALDELYME COURT, AUDLEM, CW3 0AF	Proposal To build an open brick porch to front of house with roof tiles to match existing and a small (non-opening) window on one side	Registered	The HPE working group resolved they have no objections.	Registered 08/11/2019 Last Date For Comments 11/12/2019 Action/s: Clerk to inform CEC officer no objections.
19/4560N	WOOD GREEN, 29, WHITCHURCH ROAD, AUDLEM, CW3 0EE	Demolition of garage, store & conservatory. New two-storey left-hand side extension and rear single-storey garden room.	Approved with conditions on 15/11/2019	No objections in principle but Cllrs request a standard condition from environmental health requesting all building works are completed during normal working hours.	Registered 02/10/2019 Last Date For Comments 06/11/2019 Decision Target Date 27/11/2019
19/1986N	19, WHITCHURCH ROAD, AUDLEM, CW3 0EE	Proposed notification of agricultural building for storage of garden equipment and storage of livestock food and bedding	Not yet decided - INCOMPLETE APPLICATION	No objections in principle but recommend attaching a condition so any decision removing permitted development rights or specifying that it may only be used for the use applied for.	Incomplete application. Not yet decided.

Ward Cllr Bailey left at 8.55pm

**19.113 FINANCIAL MATTERS**

19.113.1 To receive the Finance Report.

Noted.

19.113.2 To receive the meeting notes from the informal Finance meeting.

Received.

19.113.3 Update –Budget 2020/21.

**Action/s: Finance Sub Committee to work with the Clerk to prepare a report due 6<sup>th</sup> January.**

19.113.4 Newhall Parish Council request for the dispersal of Community Clean Up funds.

Cllr Boyes proposed to split the grant out on a population basis. Cllr Mottershead seconded. Councillors unanimously agreed.

**Action/s: Cllr Boyes to draft a letter to send to Ward Cllr Bailey and Newhall Parish Council.**

19.113.5 Grant requests

19.113.5.i Audlem Football Club for £1,000.

It was explained that part of the grant application does not meet current criteria and it was therefore agreed to defer the application for the Finance Sub Committee to review and report back.

**Action/s: Clerk to add this to January's agenda.**

19.113.5.ii Audlem Saints Football Club for £500.

Councillors had no specific objections to the application but it was noted that signed accounts are required. It was agreed to defer the application for the Finance Sub Committee to review and report back.

**Action/s: Clerk to add this to January's agenda.**

19.113.5.ii ADAS for £1,500.

ADAS members explained that the grant applied for is 1/6 of their income and the £9,000 of their income does not take into account paying volunteer hours. They further explained the money in

reserves was to allow for match funding when seeking other grants and for contingency purposes because fundraising events like open gardens day are weather dependent. Councillors felt that ADAS hugely contribute to the village and should be awarded the grant. Cllr Hopkins proposed, Cllr Warburton seconded. Councillors unanimously agreed.

**Resolved: that ADAS be awarded a grant of £1,500.**

#### 19.113.6 Authorisation of cheques – to agree the accounts for payment.

2138	HM Revenue & Customs	Salaries	Tax & NIC due	105.37
2139	SM Potter	Repairs & Renewals	Asset repairs following asset inspections	94.00
2140	MF Security	Repairs & Renewals	CCTV maintenance contract	234.00
2141	Audlem Methodist Church	Room hire		55.00
2142	Then Media	Website		96.00
2143	Belen Lopez Bloor	Salaries	Included payment of overtime from August - October	1,122.95
2144	Belen Lopez Bloor	Office Expenses	Mobile phone top up, mileage, stationery, printing	62.34
2145	Gavin Davies	Salaries - Street Cleaning		418.08
2147	HM Revenue & Customs	Salaries	Extra tax due to Clerk's overtime	132.90
2148	Steve Boyes	Councillor Expenses	Mileage	15.75
2149	3 Counties Cleaning	Public Conveniences		195.00
2150	SM Potter	Repairs & Renewals	Repairs to benches in Turnpike Field & fixing toilet seats	205.69

Cllr Boyes proposed to accept the authorisation of cheques, Cllr Mottershead seconded. Councillors unanimously agreed.

**Resolved: That the cheques be approved for payment.**

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

01/11/2019	DD	EDF Energy	Electricity supply	£32.00
05/11/2019	SO	Shires Payroll Services		£24.50
06/11/2019	DD	NEST Pension Contributions	Belen Lopez Bloor	£46.03
06/11/2019	DD	NEST Pension Contributions	Gavin Davies	£30.49
20/11/2019	DD	Water Plus		£81.76
25/11/2019	SO	Then Media	Website	£55.30
05/12/2019	DD	NEST Pension Contributions	Belen Lopez Bloor	86.40
05/12/2019	DD	NEST Pension Contributions	Gavin Davies	30.49

Cllr Boyes proposed to accept the scheduled payments, Cllr Mottershead seconded. Councillors unanimously agreed.

**Resolved: That the scheduled payments be approved.**

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

Longhill Moss	Rent	£600
Santander	Bank Interest	£60.06
Honesty Box	Toilet income	£18.97

**That the receipts be noted.**

#### 19.113.9 Turnpike Field Donation update.

No update.

### 19.114 TURNPIKE FIELD

#### 19.114.1 General update.

See below.

#### 19.114.2 To receive the minutes of the meeting 7<sup>th</sup> November.

Received.

19.114.3 To commence the procurement of works for the green car park.

Councillors agreed that plan drawings, highways and environment surveys are now needed, and a project manager will need to be appointed. Cllr Warburton proposed authorising a maximum of £10,000 to allow for the supporting documents to be prepared ready for submitting a planning application. Cllr Boyes seconded. Councillors unanimously agreed.

**Resolved: That the drawings and surveys be commissioned.**

19.114.4 Correspondence received from resident regarding plans for future use.

**Action/s: Councillors Boyes and Seddon to draft a response in liaison with the Clerk.**

19.114.5 Update on pond installation by Cheshire Wildlife Trust (CWT).

Despite recent flooding following unprecedented rain, CWT have advised they are happy to progress digging out the ponds out in same locations and will build a shallow bund between the water course and the ponds to keep the newts away from the fish. This needs to be done soon or they will lose funding if not done before February. Cllr Mottershead proposed to progress with the pond installation subject to approval from TFWG and checking the small print to ensure there is nothing which could penalise the Parish Council. Cllr Warburton seconded. Councillors unanimously agreed.

**Resolved: To proceed on the above basis.**

19.114.6 New booking requests.

19.114.6.i Audlem Ramblers Society Annual Picnic 27<sup>th</sup> June 2020.

Defer decision to TFWG.

### **19.115 PLAYING FIELD COMPLEX – UPDATE**

19.115.1 Update from the working group.

Hibberts are progressing the transfer. Another form is in the process of being submitted to Fields in Trust and CEC are being responsive.

**Action/s: Playing Field subgroup will need to review all documentation.**

19.115.2 Update - Information of the cost of play area repairs.

Ward Cllr Bailey requested a member's enquiry & ANSA finally provided costs. These were shared with Councillors for information.

19.115.3 Update following site visit with playground specialist.

The Clerk shared the quote from a private contractor to repair the wetpour surface.

### **19.116 PARISH COUNCIL MATTERS**

19.116.1 Cheshire East Council Community Governance Review.

CEC is conducting a review of town and parish council governance arrangements with a pre-consultation survey to be completed before 31 January 2020.

**Action/s: Defer until January.**

19.116.2 Email best practice.

It was agreed there is a need for all Councillors to respond promptly and courteously to all emails and not to debate issues by email.

19.116.3 Update - Purchasing additional CCTV to cover the playing area.

**Action/s: Defer until January.**

19.116.4 Flooding at Longhill Lane.

See agenda item above at 19.110.1.iii.

19.116.5 Update - New bin for ADAS.

It was agreed to provide two new household bins with locations to be agreed. Cllr Mottershead proposed to progress this, Cllr Boyes seconded. Councillors unanimously agreed.

**Action/s: ADAS to liaise with Clerk.**

19.116.6 Update - Power in the Buttermarket.

An electrician conducted a site visit 7 weeks ago and ADAS are awaiting a quote but will also request one from another contractor.

**Action/s: Cllr Warburton to provide ADAS with contact details for another electrician.**

19.116.7 Repainting of village lampposts.

**Action/s: Clerk to write to CEC requesting lampposts be repainted.**

19.116.8 ADAPT cycle racks - street furniture licence.

Cllr Boyes proposed to submit this, Cllr Mottershead seconded. Councillors unanimously agreed.

**Action/s: Clerk to submit the application.**

19.116.9 Update - document library.

**Action/s: Clerk to recirculate log in details again.**

**19.117 CORRESPONDENCE**

19.117.1 Correspondence received from Holmes Chapel Parish Council regarding New Homes Bonus.

**Action/s: Cllr Boyes to draft a response.**

19.117.2 Correspondence received regarding vandalism along the canal.

**Action/s: Clerk to respond to the resident and Cllr Higham to speak to Canals and Rivers Trust.**

New correspondence regarding supporting the Local Electricity Bill.

**Action/s: Defer until January.**

**19.118 AREAS OF RESPONSIBILITY**

None.

**19.119 ITEMS FOR FUTURE AGENDA**

Cllr McLaren Brown proposed writing a letter of thanks to the Anwyl Group for taking prompt action.

Cllr Matthews mentioned the Audlem boundary signs. This matter is to be discussed by the Community Working Group and will come back to full Parish Council in February.

**19.120 DATE OF NEXT MEETING**

The next meeting of the Parish Council will be held at **7.30pm** on **MONDAY 6<sup>th</sup> JANUARY 2020** in the Methodist Rooms.

**19.121** Cllr Boyes proposed to exclude the public from Part 2 of the meeting on the grounds of confidentiality. Cllr Warburton seconded. All Councillors in favour.

**Resolved: That the public be excluded from Part 2 of the meeting. Public excluded at 9.20pm.**