



AUDLEM PARISH COUNCIL

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

Monday 3rd February 2020 at 7.30pm
Methodist Meeting Rooms, Shropshire Street

PRESENT

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

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

PUBLIC FORUM

Residents attended to provide an update on the flooding problem at Cox Bank. Cheshire East Council (CEC)'s flood resources team attended three weeks ago to complete a survey of the drainage system and have worked for a week to patch a drain, replace a section of piping and drain the flood water. Residents are concerned that the work is unfinished, and that it is not a permanent solution. They also commented that 18 inches of silt is sitting in the drains so rain cannot drain away properly. Residents had attended the Nantwich Flood open day and spoken to the senior flood resources manager there who promised the drains would be cleaned but this has not happened. Councillors agreed to support residents alongside Ward Councillor Bailey to provide a coordinated approach. Ward Cllr Bailey has spoken to the flood resources manager and his team have not yet finished full diagnostics of the problem because there is still water there and they cannot complete their survey until it drains. She suggested liaising with MP Edward Timpson to seek his support in lobbying central Government as CEC have applied for increased funding to support flood resourcing.

Action/s: Ward Cllr Bailey to liaise with MP Edward Timpson and revert to residents and the Clerk.

Another resident attended to discuss purchasing a speed gun. He is a speed gun coordinator for his village for three years and explained how the speed watch scheme works in practice. Volunteers sign a disclaimer then man the speed gun for approximately 100 hours a year. Each spot is authorised by the police and can only be used in daylight hours. If a vehicle is clocked speeding their number plate plus make and colour of vehicle is recorded and passed over to the police who check the DLVC database and issue a warning letter. Audlem's PCSO is keen for the village to purchase one and the Highways, Planning & Environment working group had agreed it was a good idea to purchase one and trial it for a 6-month period. Matter discussed further at agenda item 19.146.4.

19.137 APOLOGIES FOR ABSENCE

That apologies received from Councillor Geoff Seddon be accepted.

19.138 DECLARATION OF INTERESTS

Cllr Hopkins declared a non-pecuniary interest in the grant request under agenda item 19.143.3.iii Audlem Music & Arts Festival. Cllr Mottershead declared a non-pecuniary interest in agenda item 19.144.5 requests to book the field for Audlem Music & Arts Festival and Party on the Park. Cllr Warburton declared a non-pecuniary interest in grant request under agenda items 19.143.3.i Audlem Saints FC and a pecuniary interest in 19.143.3.iii Audlem Music & Arts Festival.

19.139 CONFIRMATION OF MINUTES

Cllr Warburton proposed to confirm the minutes of the meeting held on 6th January 2020, Cllr Mottershead seconded. Councillors unanimously agreed.

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

19.140 UPDATES SINCE THE LAST MEETING

19.140.1 Update from the HPE working group.

Councillors expressed concerns about the proposed cuts to the gritting routes and that primary schools are not covered, only secondary schools. Cllr Hopkins also pointed out that Coole Lane is a senior school bus route for Malbank School and will not be gritted. Ward Cllr Bailey thanked the Councillors for this information and explained that this will be discussed in cabinet tomorrow.

Action/s: Ward Cllr Bailey to revert to the full Council with further information.

Cllr Mottershead expressed concerns about the ongoing issues at Mount Pleasant with roads not being swept and repeated missed bin collections. A tree's roots are also badly damaging the road surface and this needs to be cut down. CEC have been out to visit but no action has been taken.

Action/s: Cllr Mottershead to compile list of all missed bin collections and send these to Ward Cllr Bailey for her to follow up.

19.140.1.i To receive the meeting notes from the meeting on 21st January 2020.

Received.

19.140.1.ii To receive the Longhill Moss report and the recommendations within it.

Cllr Boyes thanked Cllr McClaren-Brown for his sterling work on this matter, supported by Councillors Hopkins and Warburton. Cllrs McLaren-Brown asked for the report to be deferred until the March meeting so further investigation can be undertaken.

Action/s: Defer until March's meeting.

19.140.1.iii Transferring Asset matters from Community working group to HPE.

It was noted that the Parish Council's assets is a better fit with the HPE working group than the Community one. Cllr Boyes proposed transferring assets to this group, Cllr Mottershead seconded. Councillors unanimously agreed. HPE group now called HPEA.

19.140.2 Update from the Internal working group

19.140.2.i To receive the meeting notes from the meeting on 14th January 2020.

Received.

19.140.2 ii Recruitment of Assistant Clerk.

Job advert has been posted to AOL and CHALC. Internal working group meeting on 18th February to shortlist candidates and interviews will be held on Monday 24th.

19.140.2.ii Office base.

Councillors agreed to support the principle for the Parish Council to have a presence in the village one morning a week. Subgroup formed of Cllrs Hopkins, Salt and Matthews to look at financial and staffing implications and report back to the April meeting.

Action/s: Sub group to present report at the April meeting.

19.140.3 Update from the Community working group.

The group are working to strengthen bonds with all village groups and committees and will shortly be sending emails to all of them. These should be copied into the Clerk. Next meeting is on 12th February where they will also review the grant policy.

Police meeting update – a few petty crimes over the festive period. The PCSO is keen to host their surgery at the same time as the parish council office base being open. There is a problem with a few roads in the area not having road traffic orders on them which they are raising with CEC. They are looking to prosecute people parking across the fire station entrance and they are monitoring this more closely.

19.141 REPORT FROM WARD COUNCILLOR RACHEL BAILEY

Ward Cllr Bailey suggested setting up a meeting with Hankelow regarding flooding at Corbrook. She will ask the planning officer at CEC to reconsult on the amended planning application at 19 Whitchurch Road. She will raise concerns about the proposed changes to the gritting strategy at cabinet. She commented that the budget on the 20th has reduced overspend to £6 million but there is a significant reduction in highways investment and that CEC's new committee system will be delayed until 2021. She has now received a response regarding the bus service and she will circulate a copy of this correspondence to the Parish Council and raise this with ADAPT.

19.142 HOUSING (Planning/Heritage & Conservation)

19.142.1 PLANNING APPLICATIONS

Planning reference	Main location	Development description	Action	Decision by APC	Decision by CEC
20/0261N	Bridge Farm Barns, Apple Blossom Barn, Green Lane, Audlem, CW3 0ET	Proposed garage	Registered	Cllr Boyes proposed writing to CEC to inform them there are no objections, Cllr Warburton seconded. Councillors unanimously agreed. Action/s: Clerk to write to CEC.	Date Registered 22/01/2020 Last Date For Comments 26/02/2020 Decision Target Date 18/03/2020
19/5658N	THE PARKES, MONKS LANE, AUDLEM, CHESHIRE, CW3 0HP	Agricultural determination for a proposed new road 145m in length and 4.5m in width	Registered	APC not consulted, CEC deemed permission not needed. No objection.	Date Registered 06/12/2019 Last Date For Comments 11/12/2019 Decision Date 02/01/2020
19/5774N	Land adjacent to, 10, SALFORD, AUDLEM, CW3 0AZ	Application for approval of reserved matters following approval of application 18/0178N; Outline planning permission for erection of 2 no. dwellings.	Registered.	Councillors were concerned these two new houses will exacerbate flooding problems in the Salford area. The application should also be objected to on the grounds of scale, massing and design. Cllr Boyes proposed writing a letter of objection to CEC, Cllr Higham seconded. All Councillors in favour. Letter has been sent.	Registered 17/12/2019 Last Date For Comments 06/02/2020 Decision Target Date 11/02/2020
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	Registered	Clarification requested on proposed use. If used as residential the Parish Council objects to this. Conditions should be placed upon approval to safeguard against residential use if for other uses. Clerk has written to CEC's planning officer to ask why the Parish Council's comments and letters are not on the website and ask when it will be determined. Planning officer has visited the site and has said he does not have any issues with the application (subject to updated comments from the Environmental Health as the building is being used as a domestic work shop/'man cave' which is considered to be ancillary to the main dwelling house. It is not being used as accommodation. He has requested amended plans to show the flue and TV aerial. The Parish Council will be reconsulted.	Not yet decided.

19.142.2 Suggested planning application protocol.

The Clerk will circulate a Planning Application when she receives it from CEC to all Councillors who will have five working days to ask for it to be considered by the main Parish Council. Any such request must include a valid planning reason e.g. impact on the Conservation Area. If there is no request it will be reviewed by the HPEA working group who will draft a response. The draft response will be circulated to all members for any further comments solely on the content of the letter. Cllr Boyes proposed the above as the way forward, Cllr Higham seconded. Councillors unanimously agreed.

19.143 FINANCIAL MATTERS

19.143.1 To receive the Finance Report.

Received.

19.143.2 Payment of salaries via bank transfer.

The Clerk and Lengthsman should be paid by bank transfer at the beginning of each month. This process will still require two signatories every month. The cleaner should also be paid by direct debit and BACS transfers to avoid unnecessary cheque administration and postage costs. These payments will be made where the Parish Council has approved the payment each month at the monthly meeting. Cllr Boyes proposed this as a way forward, Cllr Hopkins seconded. Councillors unanimously agreed.

Action/s: Cllr Higham to set this up with Santander & payroll services.

19.143.3 Grant requests

19.143.3.i Audlem Saints FC for £500.

Councillors requested evidence that the £660 sub and membership income has been banked.

Action/s: Finance Sub Committee to review this. Defer until March.

19.143.3.ii TAVA for £500.

Cllr Boyes has again spoken to TAVA about their application who explained they are running two productions in Audlem. Cllr Boyes proposed to award a £300 grant for the next three years to help with marketing costs. Cllr Higham seconded. Councillors unanimously agreed.

Action/s: Clerk to issue a cheque.

19.143.3.iii Audlem Music & Arts Festival for £1,500

Cllr Warburton left the room. Cllr Boyes proposed to award the full grant and Cllr Salt seconded. One abstention from Cllr Hopkins due to her non-pecuniary interest, all others in favour.

Action/s: Clerk to issue a cheque.

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

2160	Audlem Football Club	Grant		£1,000.00
2159	Audlem Methodist Church	Room hire		£55.00
2161	Newhall Parish Council		Distributing the Community Clean Up grant	£172.00
2162	Sound & District Parish Council		Distributing the Community Clean Up grant	£47.16
2163	Cleaning Supplies 2 U	Public Conveniences		£82.80
2164	Belen Lopez Bloor	Salaries	Included payment of overtime in December	£715.89
2165	Gavin Davies	Salaries - Street Cleaning		£418.08
2166	Belen Lopez Bloor	Office Expenses	mileage, mobile phone top up	£40.92
2167	HM Revenue & Customs	Salaries	Extra tax due to Clerk's overtime	£7.88
	3 Counties Cleaning	Public Conveniences		TBC
2168	Audlem Public Hall	Room hire	Reissue of cheque 2157 which was damaged	£140.00

Extra cheque after agenda was issued number 2170 to Audlem Printers for £240 for printing the newsletter.

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

Resolved: That the cheques be approved for payment.

19.143.5 Scheduled payments – to approve the scheduled payments.

02/01/2020	DD	EDF Energy	Electricity supply	£32.00
06/01/2020	DD	NEST Pension Contributions	Belen Lopez Bloor	£55.23
06/01/2020	DD	NEST Pension Contributions	Gavin Davies	£30.49
06/01/2020	SO	Shires Payroll Services		£24.50
15/01/2020	DD	PHS Group	Public Conveniences	£175.75
20/01/2020	DD	Water Plus	Public Conveniences	£81.76
TBC	SO	Then Media	Website	£55.30

Two extra payments have left the account since the agenda was issued

03/02/2020 DIRECT DEBIT PAYMENT TO PUBLIC WORKS LOANS £5,231.83

03/02/2020 DIRECT DEBIT PAYMENT TO EDF ENERGY £32.00

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

Resolved: That the scheduled payments be approved.

19.143.6 Receipts – to minute the receipts.

Santander	Bank Interest	£60.12
Honesty Box	Toilet income	TBC
Santander	Bank Interest	£59.99

That the receipts be noted.

19.143.7 Turnpike Field Donation update.

No further donations.

19.144 TURNPIKE FIELD

19.144.1 General update.

The subgroup has sought legal advice regarding setting up a community trust but solicitors have advised the asset cannot be transferred as there is a loan outstanding on it and you cannot pass on debt. A long leasehold will not work either. The current set up where the Parish Council owns the field will need to remain in place until the loan is repaid.

19.144.2 To receive the notes of the meeting held on 8th January 2020.

Received.

19.144.3 Update - procurement of works for the green car park.

Notice to tender for work was posted on Audlem Online but no response yet.

19.144.4 Update on pond installation by Cheshire Wildlife Trust.

3 ponds were originally scheduled to be installed however, following a nearby resident's complaint about the proximity of one of the proposed ponds to their land, and discussions with Cheshire Wildlife Trust, only two ponds will be installed. One of the other two ponds will now be made larger instead.

19.144.4.i Lifebelts and fencing.

Action/s: TFWG to discuss this.

19.144.5 Requests to book the field.

19.144.5.i Spectacular Concert on Saturday 28th March.

19.144.5.ii Audlem Music & Arts Festival 20th – 26th May.

19.144.5.iii Party on the Park on 4th July

19.144.5.iv Festival of Transport on 26th July.

Action/s: TFWG to review and approve these.

19.145 PLAYING FIELD COMPLEX – UPDATE

19.145.1 Update from the working group.

Cllr Boyes explained that the subgroup has proposed to arrange a meeting with parking services at CEC.

Action/s: Ward Cllr Bailey to facilitate this.

19.146 PARISH COUNCIL MATTERS

19.146.1 Domain name change.

Due to copyright licencing issues it was agreed the domain name for email addresses should change to a new domain name. This would have a minimal cost implication but would avoid any future legal implications for content or images posted to Audlem Online. Councillors agreed firstname.surname@audlem.pc.co.uk was acceptable. Cllr Barrett proposed this as a way forward, Cllr Mottershead seconded. All Councillors unanimously agreed.

Action/s: Clerk to arrange this.

19.146.2 Youth provision in the village.

Youth community coordinator will come to the next meeting for an in-depth discussion with Councillors.

Action/s: Clerk to add this to March's meeting agenda.

19.146.3 VE Day.

CEC are keen to be promote this event and are offering grants of £250. Cllr Boyes proposed to apply for grant funding to buy flags. Cllr Mottershead seconded. All Councillors unanimously agreed.

Action/s: Cllr Warburton to complete the necessary paperwork.

19.146.4 Update - Purchasing a speed gun for a new Community Speed Watch Scheme.

Following discussion in the public forum, Councillors agreed to purchase a speed gun at a cost of £120 and trial the initiative for six months. Cllr McClaren Brown proposed this as a way forward, Cllr Warburton seconded. All Councillors unanimously agreed.

Action/s: Clerk to liaise with PCSO.

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

Action/s: Cllr Higham to chase tennis club to discuss the logistics of electrical installation.

19.146.6 Cheshire Fire Authority Draft Integrated Risk Management Plan 2020-2024 consultation.
No comments.

19.146.7 Circulating information from outside groups and committees.

Concerns that recent meeting notes from outside groups and committees are not always being circulated.

Action/s: Appointed representatives to send the minutes to the Clerk so they can be added to the document library.

19.146.8 Staff Development Policy.

The internal working group have reviewed this new policy and it has been circulated to all. Cllr Boyes proposed to adopt it, Cllr Higham seconded. All Councillors unanimously agreed.

Action/s: Clerk to add the new policy to Audlem Online's policies section.

19.147 CORRESPONDENCE

Email from MP Edward Timpson regarding adding a letter to the noticeboard was deemed too political and therefore inappropriate. It was agreed that this would be better on AOL.

Complaints received about the hedge at Green Lane. It has been cut back but not enough.

Action/s: Refer to HPEA group and Clerk to chase CEC on the hedge cutting.

19.148 AREAS OF RESPONSIBILITY

Cllr Hopkins to join the community working group.

19.149 ITEMS FOR FUTURE AGENDA

Longhill Moss, Grants Policy, Office Base, Youth Services.

19.150 DATE OF NEXT MEETING

The next meeting of the Parish Council will be held at **7.30pm** on **MONDAY 2nd MARCH 2020** in the Methodist Rooms.

Cllr Boyes declared the meeting closed at 9.30pm.

CONFIRMED MINUTES