



AUDLEM PARISH COUNCIL

Clerk: Belen Lopez Bloor

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MEETING OF AUDLEM PARISH COUNCIL MINUTES OF MEETING

Monday 4th March 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 Derrian Ellis, Cllr Kate Down, Cllr Frances Mary Christie, Cllr Tim Lawton, Cllr Steve Boyes, Cllr Nigel Mottershead, Cllr David Siddorns and Ward Councillor Rachel Bailey.

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

PUBLIC FORUM

ADAS attended to enquire about the installation of benches and cycle racks and the potential use of land adjacent to The Co-Op store owned by The Crown Estate. They explained seating demand continues and that they support ADAPT's initiative to install cycle racks. They also wished to discuss the cleaning of the telephone box following comments made at the Best Kept Village awards and the Big Clean Up event.

The Audlem Music & Arts Festival representative also attended to discuss their grant application of £1,250 towards the event. They explained the event has been running for 19 years however they do not have audited accounts as such, only a record of payments, but they would be happy to provide bank statements of opening balance last year and closing balance.

18.148 APOLOGIES FOR ABSENCE

None received.

18.149 DECLARATION OF INTERESTS

Cllr Matthews declared she was a volunteer for ADAS and could not vote on their application for a grant.

Cllr Hopkins declared her husband was involved in the Music & Arts festival and could not vote on their application for a grant.

18.150 CONFIRMATION OF MINUTES

Cllr Christie pointed out there was a small typo and the date was incorrect. Cllr Higham proposed to confirm the minutes of 4th February 2019 subject to this minor amendment, Cllr Down seconded. All Councillors were unanimously in favour.

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

18.151 MATTERS ARISING

18.151.1 ADCA core grant funding update.

The New Homes Bonus Community Fund has awarded ADCA a grant of £42,300 and Early Help has also awarded a grant of £5,000 so this community service will be continuing for now.

18.151.2 Medical Practice being charged for using Audlem Car Park.

The Clerk has written to Ward Councillor Rachel Bailey about the issue of the Medical Practice potentially being charged by Cheshire East Council (CEC) for their building contractors to park on two of the disabled bays whilst they are building the extension. This matter was reported to CEC by a resident and the developer was advised that a licence was required in order to occupy the bays. The Ward Councillor commented that the building contractors should have asked the Council if they wanted to site equipment there. Car parking orders would require suspension, which ordinarily results in a charge which is based on the Council's fees and charges document. She was unable to share details of the charge quoted to the developers, based on usage of the site until 17

May 2019. The developers have now removed their equipment and she understood this was because they were unwilling to pay the fee. She was not aware of any payment been made to CEC but would double check.

Action: Ward Councillor Bailey to report back this.

Ward Councillor Rachel Bailey left the meeting.

18.151.3 Update – drainage issues in the village.

CEC have been conducting a Spring clean of gutters and drainage in the centre of the village and the Coole Pilate area. The surrounding areas will be done next. Councillors reported that Mount Pleasant gullies still required attention as did the Cox Bank area of Damson Lane which needs a smaller towable jetter due to the restricted road width. Member of the public also mentioned that whilst the main road gullies had been cleaned, they had missed Windmill Drive itself.

Action: Cllr Hopkins to liaise with CEC Highways and provide an update at the next meeting.

18.151.4 Highways issue - Speed indicator.

Cllr Boyes and Cllr Hopkins have had a discussion and think this initiative should wait until the green car park at Turnpike Field has been developed so that the Highways working group can look at safety within the village from a holistic point of view.

Action: Deferred until a later date.

18.151.5 Highways issue – McCarthy & Stone meeting.

Cllr Hopkins & Cllr Boyes met with McCarthy & Stone and conducted a walkaround the village showing them various safety concerns. They discussed the placing of a pedestrian crossing near the Anwyl development. They also discussed the idea of putting on a mini-bus to bring residents into the centre of the village but were told that the development isn't large enough. Finally, they conducted a site visit to Turnpike Field to show the siting for the green car park and asked if McCarthy & Stone would be prepared to donate to this initiative which would also strongly benefit their development's residents. The developer was very receptive and open to this idea and will revert to senior directors with the information.

Action: Cllr Boyes to draft a letter outlining what was discussed and follow this up. Highways Group to keep the Council updated.

18.151.6 ADAPT bicycle racks.

ADAPT has made a Permitted Development enquiry to Cheshire East Council for the siting of 2 cycle stands in each of two locations, and as a result they have been advised by Cheshire East planners that no formal planning submission is required. Consultation with the Conservation Officer has confirmed that she is happy with the design proposed in the context of the Conservation area.

Cllr Seddon confirmed the Parish Council has agreed in principle to give a £500 grant to ADAPT for them to provide and install cycle racks but stated that the Parish Council will not be responsible for their insurance. This will be the responsibility of ADAPT as they are the owners. This is also the case for any street furniture that ADAPT or ADAS have already installed or will install in the future. The ADAPT representative asked if in the future the Parish Council would accept the transferral of ownership of these assets but Councillors could not commit to this idea and agreed it would need to be decided at the time. Councillors also requested that insurance details be provided with the ADAPT's grant application.

Action: The Community Working Group to discuss the siting of the cycle racks with ADAPT and ADAS and report back to full Council. ADAPT to provide the Clerk with their insurance cover when they submit their grant application.

18.151.7 Update - Local Industrial Strategy Event 1st March.

Cllr Higham attended the event which provided an update on the Local Enterprise Partnership, an initiative which seeks to obtain additional Government money to promote facilities outside the big cities and into the rural areas. The event sought to engage with businesses and other key stakeholders to test that evidence and the initial insights and conclusions that it has drawn from the Local Industrial Strategy.

Action: Clerk to circulate the event's presentation slides to all Councillors.

18.151.8 HS2 mitigation proposals that may affect Audlem.

Councillor Hopkins had spoken to the Woore Parish Council Clerk about the potential increase in traffic along the A51 with the development of HS2. Councillors were concerned this could have a knock on effect and potentially increase traffic through Audlem. As Councillor Boyes was dealing with HS2 in another capacity it was agreed he would draft a letter for the clerk to send asking for a meeting with HS2 to discuss our potential concerns.

Action: Cllr Boyes to draft a letter to HS2 and keep the Parish Council updated.

18.152 HOUSING (Planning/Heritage & Conservation)

18.152.1 PLANNING APPLICATIONS

To consider the following: -

Planning reference	Main location	Development description	Action	Decision
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	No objection	Date Registered 04/02/2019 Last Date For Comments 06/03/2019 Decision Target Date 01/04/2019
19/0764N	The Square, STAFFORD STREET, AUDLEM	Installation of rainwater pipe to the north elevation of the church tower.	No objection	Date Registered 12/02/2019 Last Date For Comments 13/03/2019 Decision Target Date 09/04/2019
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
18/5019N	BANK HOUSE, BUNSLEY BANK, AUDLEM, CW3 OHS	Two storey rear and side extension and front porch	Decided	Approved with conditions 30/01/2019
18/6036N	Kinsey House, Bagley Lane, Audlem, Crewe, CW3 ODR	Rear extension with dormer window.	Decided	Approved with conditions 31/01/2019
18/6275N	Wood Cottage, GREEN LANE, AUDLEM, CW3 OET	Proposed rear extension and front porch	Decided	Approved with conditions 01/02/2019
19/0297N	16, WINDMILL DRIVE, AUDLEM, CW3 OBE	Proposed extension to side of existing dwelling.	Decided	Approved with conditions 13/02/2019
18/6342N	BRADWOOD, BAGLEY LANE, AUDLEM, CW3 ODR	Farm Building	Decided	Approved with conditions 15/02/2019
18/6151D	Kynsal Farm, HARDYS LANE, COX BANK, CW3 OEU	Discharge of Conditions 4, 6 & 9 on 14/0428N	Decided	Approved with conditions 15/02/2019
18/3994	18 Stafford Street Audlem CW3 OAP	Conversion of Old Post Office and 2 residential units into 3 residential units	Decided	Approved with conditions 11/02/2019

Councillors discussed the two new planning applications 19/0342N The Paddocks and 19/0764N The Square and agreed they had no objections. Cllr Boyes proposed the Clerk informs the planning officer, Cllr Christie seconded. All in favour.

Action: Clerk to write to planning officer informing them of the above.

Councillors also commented that the hedge around the McCarthy & Stone development needs to be reinstated.

Action: Cllr Boyes to add this comment to the letter he is preparing for McCarthy & Stone.

18.153 FINANCIAL MATTERS

18.153.1 Update - Bank Reconciliation.

Internal auditor has inspected our accounts and is satisfied the figures balance.

18.153.2 Finance Report – to receive the Finance Report.

Received. Cllr Hopkins questioned why the Parish Council held large reserves and Cllr Seddon explained these are to be used for Turnpike Field and the Playing Field.

Cllr Ellis left the meeting at 8.50pm.

18.153.3 Changing electricity supplier from Npower to Scottish Power on a 3-year fixed contract. The Clerk has research various energy suppliers and presented these to the Financial Sub-Committee who propose moving to Scottish Power. Whilst they were not the cheapest company, they are one of the most reputable and are a local provider offering comparable rates. They Finance Sub Committee also agreed energy prices will continue to creep up and that this was likely to continue in the foreseeable future so propose fixing the energy contract for 3 years. Cllr Higham proposed to proceed with these recommendations and Cllr Hopkins seconded. 10 Councillors were in favour, one abstention.

Action: Clerk to send the Scottish Power contract to the Finance Sub Committee for review and progress with changing suppliers.

18.153.4 Npower refund.

NPower overcharged the Parish Council and have agreed to issue a refund £191.66 by direct debit which should appear in the bank account in 10 days' time.

18.153.5 Grant requests.

18.153.5.i ADAS request for £1,500.

ADAS have submitted two grant requests for a total of £1,500 for retrospective spend towards planting and Christmas trees. They have included audited accounts with the grant request.

Cllr Matthews abstained from voting as she is a volunteer.

Cllr Higham proposed to accept the grant request, Cllr Downs seconded. All Councillors were in favour.

18.153.5.ii Audlem Festival request for £1,250.

Cllr Seddon proposed to accept the request subject to sight of the bank statements and highlighted that all grant requests will require audited accounts from now on. Cllr Lawton seconded. All Councillors were in favour. Cllr Hopkins abstained from voting.

Action: Clerk to write the grant cheques.

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

2035	Gavin Davies	Salaries - Street Cleaning	February salary	408.94
2036	Belen Lopez Bloor	Salaries	February salary	595.39
2037	Belen Lopez Bloor	Office Expenses for February	Mileage, mobile phone top up, stationery	30.67
2038	Audlem Printers	Printing	Turnpike Field signs	114.00
2039	CHALC	Training	Health & Safety Course	105.00
2040	Fields in Trust	Subscriptions	Membership Renewal Extra Fee	15.00
2041	Audlem Public Hall	Room bookings		100.00
2042	3 Counties Cleaning	Public conveniences	February invoice	£195

2043	Audlem Methodist Church	Room hire	February invoice	£55
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Cllr Higham proposed to accept the authorisation of cheques, Cllr Mottershead seconded. All Councillors were unanimously in favour.

18.153.7 Scheduled payments – to approve the scheduled payments.

DD	28/01/2019	NPower	Electricity	£74.00
DD	04/02/2019	Public Works Loan	Turnpike Field loan repayment	£5,231.83
SO	05/02/2019	Shires Pay Services Limited	Payroll Services	£20.00
DD	06/02/2019	NEST	Pension Contributions	£55.66
SO	25/02/2019	ThenMedia Ltd	Public Info Display Screens	£24.10
DD	19/03/2019	ICO	Data Protection Membership	£40.00

Cllr Lawton proposed to accept the scheduled payments, Cllr Higham seconded. All Councillors were unanimously in favour.

18.153.8 Receipts – to minute the receipts.

21/02/2019	Honesty Box		£21.93
	Bank interest		£44.57

18.153.8 Turnpike Field Donation update.

Cllr Seddon informed that Parish Council that there has been a total of £10,485.00 in donations.

The breakdown is as follows:

Bank transfer £5,295.00

Cheques £5,095.00

Cash £95.00

18.154 TURNPIKE FIELD (PREVIOUSLY KNOWN AS LAND AT GREEN LANE)

18.154.1 General update on the field.

The meeting notes from the Public Meeting and the Turnpike Field Working Group Meeting Notes have been circulated.

18.154.1.a Guidelines for use of the field.

Clerk has issued Royal Park guidelines as a template. Turnpike Field Working Group to work up new guidelines.

18.154.1.b Update - Dog bin and dog sign.

Dog signs have arrived and the Clerk showed these to the Councillors. They will be erected on wooden posts by each of the 3 pedestrian entrances.

Clerk had not ordered the dog bin as there was confusion over the colour but Councillors confirmed they were happy to go for grey instead of green as it was cheaper.

Action: Clerk to arrange for signs to be erected and new dog bin installed.

18.154.1.c Update - Extra fencing around the temporary pedestrian gate.

Cllr Higham has sourced material and this will be installed soon.

18.154.1.d Parking for weddings/funerals

The Councillors agreed that they are happy for the village to use the field to park for weddings and funerals. A booking form will need to be completed although the section referring to public liability will not apply in these instances. Users will need to be made aware that parking there is at their guests' own risk and the Parish Council accept no responsibility.

18.154.1.e Public Meeting Thursday 28th February.

46 residents turned up at the meeting and used 4 dots to vote for their choices. Green car park was the first choice, wild flower areas was second choice and bog garden/ wetland/ nature conservation was the third choice.

The Councillors discussed the unsuccessful grant bid for the New Homes Bonus Community Fund.

Action: Clerk is to arrange a meeting with the New Homes Bonus team to receive feedback.

18.155 PLAYING FIELD COMPLEX – UPDATE

18.155.1 Deterioration of safety surface in children's play area.

Clerk showed Councillors photos of the highly damaged surfaces. Councillors agreed this needed to be remedied urgently.

Action: Clerk to write to CEC and ask for a site visit with the Asset working group. Clerk also to establish the date of the last ROSPA inspection.

18.156 PARISH COUNCIL MATTERS

18.156.1 Parish Council elections.

The day for publication of notice of election is Thursday 14th March and the return of the nomination papers starts Friday 15th March.

Action: Clerk to deliver the forms of those wishing to stand for election to the offices in Middlewich and Cllr Seddon to prepare an article for AOL.

18.156.2 Display panels.

Deferred to next month.

18.156.3 Update - Closure of the Community Projects bank account.

After a considerable amount of effort the Community Projects Committee bank account was tracked down and closed. The sum concerned is £93.04 and the Audlem Tourism and Traders Group would like to request that they be ringfenced for use in relation to the Turnpike Field car parking provision.

Action: Clerk to add this amount to the donation list.

18.157 CORRESPONDENCE

18.157.1 Adderley Parish Council A529.

Correspondence has been circulated to all Councillors regarding Adderley Parish Council seeking our support for the request in their letter to Shropshire Council to widen a very short stretch of the A529 just south of its junction with Heywood Lane, which falls within Audlem Parish. They also were asking that the work starts at the northern end of the A529 rather than the south. Councillors agreed to support Adderley PC.

Action: Cllr Seddon to provide a letter for the Clerk. Highways group to look at the proposal.

18.157.2 Complaint from Town & Parish Council Representative on the Congleton Area New Homes Bonus Award Group.

Cllr Higham has reverted with his comments.

18.157.3 Bradwood, Bagley Lane.

Complaint from the trustee was circulated and its comments noted.

18.157.4 Reinstating the bridge signs at the Shropshire Union Canal.

Deferred until the next month once the Highways group have considered this.

18.157.5 Phone Box cleaning.

Clerk has requested that the cleaning company clean it but it would cost an extra £15.00 extra a month. Councillors decided it should suffice if it is cleaned once a quarter and particularly ahead of the Best Village competition in June. Cllr Hopkins proposed to accept this, Cllr Down seconded. 11 in favour. One abstention.

Action: Clerk to liaise with the cleaning company.

18.157.6 The Great British Spring Clean.

ADAS will circulate a schedule of cleaning for the Clerk to circulate. This is also to be publicised on AOL. Cllr Seddon thanked ADAS for their efforts the previous weekend when 20 volunteers had been tidying up the village centre.

18.158 AREAS OF RESPONSIBILITY

18.158.1 To receive working group reports. The Chairman thanked those groups that had submitted their reports and asked that all groups did so next month as this reduced the meeting time.

Received.

18.158.2 To appoint Councillors to Working Groups.

Cllr Ellis has joined Assets, Planning and Highways.

Cllr Barrett has joined Housing and Planning, Business Tourism and Employment and Admin and Policies.

Action: Clerk to recirculate the working group membership list.

18.159 ITEMS FOR FUTURE AGENDA

To add response to Planning Applications that the Parish Council has considered but have not been determined going forward.

18.160 DATE OF NEXT MEETING

The next meeting of the Parish Council will be held at 7.30pm on **MONDAY 1st APRIL 2019** in the Methodist Rooms.

18.161 To resolve: to exclude the public from Part 2 of the meeting. Proposed by Cllr Seddon, seconded by Cllr Higham. All Councillors were in favour.

Part one of the meeting closed at 9.55pm.