



AUDLEM
PARISH COUNCIL

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Clerk:
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MINUTES OF MEETING OF AUDLEM PARISH COUNCIL (APC)

Held Monday 11 October 2021 at 7.00pm Youth Club Room, Audlem Village Hall

Present - Cllrs J McGregor (Chair), D Winskill (Vice Chair), P Salt, R Warburton, J Bower, J Stainthorpe, P Cawood

In attendance: Clerk O Hembry

I21/21 Apologies

An apology was received from Cllr M Duys.

I22/21 Councillor vacancies and co-option of new Members

- Councillors A Bicknell, J Sansom and C Gresty have resigned from the Council.
- There are currently four vacancies on the Parish Council which have been or are currently being advertised as casual vacancies in accordance with current governance guidelines.

I23/21 Public speaking open forum and public participation

No items were discussed.

I24/21 Request for dispensation

There were no requests for dispensation

I25/21 Declarations of Interest

There were no declarations of interest.

I26/21 Minutes

The Council **resolved** to approve the minutes of the last meeting held on 13 September, 2021 as a true record to be signed by the Chair Cllr J McGregor. Cllr J McGregor proposed, Cllr D Winskill seconded.

I27/21 Matters arising

There were no matters raised arising from the minutes of the last meeting held on 13 September 2021.

I28/21 Subcommittees

Finance

- The Finance Subcommittee held a meeting on 6 October 2021.
- A payments schedule was approved detailed in the meeting minutes.
- The Clerk has been confirmed by Santander Bank as a signatory to the bank account.

- Paperwork is to be resubmitted to add Cllr P Salt to the signatories and Finance Subcommittee chair J McGregor.
- The committee reviewed and accepted the second quarter report of payments and receipts against budget, with any queries as noted in the meeting minutes.
- The committee resolved to defer the opening of an account with the CCLA investment fund for further consideration.
- Then Media invoiced £72 for the annual maintenance of a digital information screen in a local store. Cllr R Warburton proposed, Cllr P Salt seconded and the Council **resolved** to continue with the information screen.
- The next meeting of the Finance Subcommittee is scheduled for Tuesday 16 November.

Turnpike Field Working Group

- A meeting of the Turnpike Field Working Group was held on 22 September 2021.
- Cllr J McGregor reported that more than 20 organisations had been contacted regarding the building of a car park. Three organisations are scheduled to visit week commencing October 18 to provide quotes. A fourth quote is also expected.
- Cllr J McGregor reported that Cllr M Duys had volunteered to take meeting notes for the Turnpike Field Working Group.
- Cllr J McGregor reported that maintenance work was required on the field. Three members of the Group had undertaken a review and a maintenance plan was to be drawn up. Information was provided at the meeting to confirm volunteers were covered by the Council's insurance when working in the field, provided the Council had approved the work and volunteers had undertaken a risk assessment which can then be kept on file.
- The next meeting of the Turnpike Field Working Group is scheduled for October 27.

Asset Management

- Toilet block. The Council at the meeting of 13 September approved engaging a plumber to undertake work on the cisterniser to ensure water flushes into the gents urinal toilet. The Council approved work to be undertaken by Steve Potter Property Maintenance to replace worn and faulty front door locks to the ladies and gents toilets at a quoted cost of £200. The Clerk is to action this approved work. Cllr R Warburton to investigate setting the timer for automatic door locking system. Cllr R Warburton reported that donations from the honesty box had been collected. The total was £135 and has been recorded in the accounts.
- Cllr R Warburton volunteered to assist Cllr D Winskill with the ongoing review of assets.
- An annual plan for maintenance of assets to be drawn up.
- The monument in the square has been cleaned. Quotes are to be obtained for maintenance of the lamp.
- Cllr R Warburton to investigate a location for a new Council noticeboard next to an existing display beside the Public Hall.
- Cllr R Warburton to organise relocation of the Council's bins currently kept at the Fire Station to the cemetery.
- Cllr D Winskill reported that in the Churchfields Conservation area general maintenance work was being undertaken as planned, including grass and hedge cutting. It was reported at the meeting of 13 September that in the Churchfields Conservation area tree pruning was expected to take place in December or January. The work will be undertaken for free by Reaseheath college with students under supervision. Cllr Winskill will check insurance details when Reaseheath make the appointment to begin work.
- At Little Heath there is a bench with a broken seating plank, and a damaged picnic bench. Cllrs D Winskill and R Warburton to review all bench assets and obtain quotes for any required replacements and repair work.

Tourism & Business

- The proposed Village Meeting has been postponed until next year during the Spring.

- The event was expected to involve organisations contributing to the village in an all-day event.
- Cllr J Stainthorpe joined Cllrs P Cawood and R Warburton on the committee.

Management & Communications

- Review of paperwork and storage is to be undertaken. Cllr J McGregor reported that the Village Hall was able to provide office space for storage and work one or two days a week.
- Review of retrieval of the legal documents from solicitors is to be undertaken.
- Plans to trial a monthly village surgery to be attended by the Clerk and a Councillor was deferred until the New Year.
- An information leaflet to provide information about the Council, its functions and responsibilities is to be drawn up.

Safety

Planning

To report on any planning applications.

I29/21 Planning Reports

Applications:

21/4692T Works to tree - Fell Sycamore T1. The Hollies, 30, CHESHIRE STREET, AUDLEM, CW3 0AL. Last date for comments unavailable.

The Council raised **no objection**.

21/4709N Single storey side extension and two storey rear extension. Rose Cottage, GREEN LANE, AUDLEM, CW3 0ET. Last date for comments 20 October.

The Council raised **no objection**.

21/4912T Remove Willow Tree. THE WILLOWS, SCHOOL LANE, AUDLEM, CW3 0BA. Last date for comments unavailable.

The Council raised **no objection**.

For information only. Applications with Ward of Audlem but in other parishes.

21/4884N (Hankelow PC) Alterations and extensions to form new kitchen, toilets and cellar, change of use at first floor to form 3No new letting bedrooms and new licensed area The White Lion, AUDLEM ROAD, HANKELow, CW3 0JA. Last date for comments 24 October.

21/3230N (Newhall PC) Change of Use from Agricultural Barn to Two Holiday Cottages to Let Cherry Tree Barn, COOLE LANE, AUDLEM, CW3 0ER. Last date for comments 27 October.

I30/21 Financial investigation

Cllr J McGregor provided an update on the financial investigation. A special meeting was held on October 6 at which the Members agreed a plan. Cllr McGregor had contacted the Police who were investigating the matter, which had also been reported to the Santander Fraud department and a group called Action Fraud.

I31/21 Longhill Moss

Cllr J McGregor proposed, Cllr P Salt seconded and the Council **resolved** to discuss this item in Part B.

132/21 Highways

CEC Ward Cllr R Bailey is organising a meeting of Parish Council representatives to discuss Cheshire East Council's proposed Top Up Highways Maintenance pilot scheme. Cllr P Cawood has agreed to represent the Council at this meeting

133/21 Playing field

Members discussed the possibility of the Council taking ownership of the playing field assets. Cllr J McGregor to contact Cheshire East Council about whether the playing field and potentially associated assets were available. Consideration of the cost of the purchase and ongoing maintenance of the assets was raised.

134/21 Audlem Carbon Emissions Reduction (ACER)

Cllr Warburton last month attended a meeting of ACER at which questions directed at the Council included the rewilding of hedgerows and verges, installation of at least one electric charging point on the carpark, how to increase the recycling of plastics, how to increase use of bus services and ensuring all footpaths are well signed and kept clear. ACER has supplied details of a poll of the public undertaken at a recent event in the village which it said showed four favoured options being electric vehicle charging points, improved walking and cycling provision, support a plastic free / recycling campaign and promotion of sustainable practices in agriculture. Cllr P Cawood to draft a response on behalf of the Council.

135/21 Neighbourhood plan

Cheshire East Council is contacting groups to see whether they intend to modify their neighbourhood plans. The Council **resolved** to defer examination of the neighbourhood plan to next year.

136/21 Cheshire East Council Community Governance Review Draft Recommendations

The recommendations in the report include a proposal to reduce the number of Councillors on Audlem Parish Council from 12 to 10. Cllr James McGregor proposed, Cllr R Warburton seconded and the Council **resolved not to object** to a reduction in the number of councillors from 12 to 10.

137/21 Buttermarket bookings, new and previously approved (5 minutes)

- ADAS. Nov 26, 10am-9pm. The Big Switch On. Previously approved.
- ADAS. Dec 22, 5pm-9pm. Carols in the Square. Previously approved.
- Audlem and District Acting Positively For Transition October 9, 10am-4pm. Approved Oct 6.
- Audlem and District Acting Positively For Transition October 16, 10am-4pm. Approved Oct 6.
- A member of the public has contacted the Council to say it is difficult for an ordinary person to make a booking without an enormous amount of research and stress and that the Buttermarket is little used. The correspondent said there were two main difficulties - the need to have public liability insurance and the restriction of use to twice a year. They asked who checks the requirement to consult St James's church. Another concern was that there was a bus stop under the Buttermarket that people use at about 9.30am and that if stalls were set up at this time the buses could not see people waiting to use the service. The Council's insurance provider has confirmed that third parties using the Buttermarket need their own Public Liability Insurance. Cllr P Salt to review the booking conditions.

138/21 Community Infrastructure Levy Fund (CIL)

The Council has a Reserve amount of £29,074.50 assigned to CIL funds. Cheshire East Council has contacted the Council to say it is a regulatory requirement that an annual report is returned to it by 31 December with an update of CIL monies received, allocated for projects, and spent. A payment of £29,074.50 was sent to Audlem Parish Council on 12 November 2019 and the required report is overdue. It is important to note that any CIL monies received by the

Parish Council are spent within 5 years otherwise it will be clawed back by Cheshire East Council. The funds can be spent on anything that supports the development of the area. If a project is selected but the Council is unsure as to whether it falls within the criteria Cheshire East Council can be contacted for confirmation. Members to suggest possible projects for the Council to review in the New Year.

139/21 Clerks report

- Ansa Environmental Services were due to replace a damaged post-mounted bin and a dog bin week commencing October 4.
- ADAS have asked if the Parish Council can provide a second green waste wheelie bin. Ansa Environmental Services has confirmed they cannot currently supply either a new bin or provide an additional collection service until after Christmas. The annual cost for a second green waste bin is currently quoted as £53. Cllr R Warburton proposed, Cllr J McGregor seconded and the Council **resolved** to join the waiting list. A Member requested it is confirmed that the Methodist Church can accommodate a second bin.
- Cheshire Community Action has contacted the Council asking it to consider renewing its membership for £50. Clerk to provide more information.
- The Countryside Charity (CPRE) has contacted the Council asking it to consider renewing its membership for a recommended sum of £36. Clerk to provide more information.
- Subsequent to the agenda being issued booking forms had been received from ASET for use of Turnpike Field for car parking for the Festival of Transport on July 31 2022, and for Party on the Park on July 2 -3, 2022. Insurance documentation was noted as to be provided prior to the event if required. The Clerk had responded that insurance documents would be required prior to the events. Cllr J McGregor proposed, Cllr R Warburton seconded and the Council **resolved** to approve the booking requests.

140/21 Report from Ward Councillor

No report.

141/21 Parish Council Matters & Policies

- There were no reports from Cllrs who have undertaken any training in the last month.
- Cllr R Warburton reported that there were three members from the Parish of Audlem on the Burial Board but another member will be needed to maintain the four members required of the Parish.
- Cllr P Cawood to draft a letter on behalf of the Council regarding the continuing use of sale signage outside the McCarthy and Stone property.

142/21 Correspondence

- A village store has contacted the Council to express disappointment that the Council had purchased supplies from supermarket chains. The store has asked for the topic of supporting local independent businesses to be discussed by the Council, especially in the light of Covid and the tough time independent shops have been through during in the past 18 months. The store asked that if the Council was not prepared to support local independent businesses that the matter be debated and any reasons for this policy made public. Members **agreed** that efforts should be made to purchase whenever possible from local stores.
- A member of the public has contacted the Council to inform it a lorry had hit a street lighting column in Stafford Street causing major damage and that this could have easily been a human life. The member of the public has raised the matter with Cheshire East Council and believed it needed addressing urgently and that it raised a number of health and safety issues. The area was in darkness especially for pedestrians. Cars, vans and heavy goods vehicles mounted the pavement for passing. The speed of the traffic was unacceptable and needed better monitoring. A further column along the road was also damaged and

needed rectification. The correspondent said the issues were becoming worse and presented more risks to the public. The correspondent said the Council's support in addressing some the issues would be appreciated. Cllr D Winskill **volunteered** to make enquiries of Cheshire East Highways, reply to the member of the public and report back to the Council.

- A member of the public has contacted the Council to highlight the need for road crossings in the village, including near to the Anwyl estate where there are families with children, and at the area of Daisy Bank Crescent. The member of the public has contacted Cheshire East Council and has been in contact with CEC Ward Councillor R Bailey, who has raised the question of whether the Council could make a contribution through the CIL funds. Members **agreed** to discuss the issue further at the next meeting with Ward Councillor R Bailey.
- St James church has contacted the Council about plans for Remembrance Sunday. This year the church intended to hold a shorter act of Remembrance and do so outside in the church grounds. The service would be jointly led by leaders from the Church of England, Methodist and Baptist churches in village. The Council has been asked if a representative of the Council would like to attend to lay a wreath. Cllr J McGregor **volunteered** to represent the Council and make contact with the Church.

I 43/21 Items for future agenda

Councillors may request items for future agendas or email these to the Clerk. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

I 44/21 Date of next meeting

(1 minute)

Until further notice the Parish Council monthly meetings will be held on the second Monday of each month, except for August during which there are no meetings. Members to consider the date of the next meeting of the Parish Council currently set as being held at **7.00pm** on **MONDAY 8 November**, which will be held at Audlem Public Hall (location to be confirmed nearer the time).

Future planned dates: 13 December 2021, 10 January 2022, 14 February 2022, 14 March 2022,

Part B

The Council agreed to enter into Part B due to the confidential nature of the business to be conducted.

Longhill Moss

Cllr P Cawood provided an update on Longhill Moss as set out in confidential Appendix 5/2021.

The meeting closed at approximately 9.30pm

It was **resolved** to approve the minutes of the meeting held on 11 October 2021 which were signed by the Chair of the meeting as a true record on 8 November 2021.

Signed:

Position:

O Hembry
Clerk