



## AUDLEM PARISH COUNCIL

Interim Clerk: Paul A I Barton  
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### MINUTES OF MEETING OF AUDLEM PARISH COUNCIL (APC)

held Monday 5<sup>th</sup> October 2020 at 7.00pm at Audlem Public Hall

**PRESENT** - Cllr Boyes (Chairman), Cllr Warburton, Cllr McLaren-Brown, and Cllr Bower.

**In attendance:** Interim Parish Clerk – Mr Paul Barton. ChALC Chief Officer Jackie Weaver and CEC Cllr Bailey following the conclusion of part 2 of the Agenda

There was one member of public present for part of the meeting.

#### **Public speaking open forum and Public participation**

One member of the public spoke about the problems of, and the petition raised by residents concerning the drainage problem on Salford sent to CEC Highways.

#### **74/20 Apologies:**

Apologies were received from Cllr Salt.

#### **75/20 Request for dispensation**

None.

#### **76/20 Declarations of Interest**

Cllr Warburton declared a non-pecuniary interest in item 83/20 Audlem Public Hall grant request. Cllr McLaren-Brown declared a non-pecuniary interest in item 80/20 Audlem Public Hall grant request

#### **77/20 Councillor vacancies and Co-option of new Members uplifted from item 20/93**

The Chair reported that following the resignation of Cllr Hopkins and Cllr Mottershead there were now 7 vacancies on the Council. (see item 20.93) The Parish Council having received two applications previously advertised, formally co-opted Mrs Joy Sansom and Mr Andrew (Andy) Bicknell onto the Council. If no further candidates apply, there will remain five vacancies which will be re advertised for co-option applications. It should be noted that in the event that more than five applications are received, there will be a call for a by election to be held at the earliest permissible date advised by, and subject to CEC Governance directives. The recent resignations will be advertised for by-election request (see above) before moving to inviting co-options (pending the outcome of the by-election request period). It was **resolved** that the Interim Clerk arrange an advertisement. Clerk and Chair to arrange an update for the AOL website.

#### **78/20 Minutes**

It was **resolved** to approve the minutes of the last meeting held 7 September which were signed by the Chair as a true record.

#### **79/20 Matters arising**

There were no matters arising from the Minutes of the last meeting held 7 September 2020

## **80/20 Planning Reports**

### **Planning Decisions:**

**20/3855N** Non-material amendment to approved application 18/4442N Land Off, AUDLEM ROAD, AUDLEM Approved with conditions 15/9/20 (Please note that this is a non-material change to the planning application as it is a change of brick only)

**20/3589T** BARN COTTAGE, SCHOOL LANE, AUDLEM, CW3 0BA Works to tree – Fell Maple Tree No. 1 Approved 28/9/20

**20/1060T** Land At, SHROPSHIRE STREET, AUDLEM Works to tree - Crown reduction of Copper Beech (T27) Approved 28/9/20

**20/3181D** AUDLEM WHITEHOUSE, WHITCHURCH ROAD, LIGHTWOOD GREEN, AUDLEM, CW3 0EL Discharge of Condition 2 on 20/1252N - Change of Use of land for driveway extension and proposed garage building Approved 15/9/20

### **Planning Withdrawals:**

There were no planning withdrawals

### **Planning Applications:**

There were no new applications

### **Cheshire East Local Plan**

CEC Cllr Bailey provided a verbal report on the second draft inside 18 months of Cheshire East's Local Plan, the Site Allocations and Development Policies Document (SADPD) which was published for consideration by the Council's Strategic Planning Board (SPB) on 23 September, ahead of a decision being taken by the Council's Cabinet on 6 October. Cllr Bailey advised that the meeting on 23 September was not politically quorate. The report recommends that a number of changes are made to the version of the SADPD published in 2019, and that it is republished so that further representations can be made about it ahead of its submission for examination by a Planning Inspector. Cllr Bailey further stressed the point that Audlem does not want any unplanned development and that any development should take cognisance of the Neighbourhood Plan. Members **resolved** to approve this view. Clerk and Chair to prepare an appropriate response on behalf of the Council.

## **81/20 Group reports**

As reported in the September Parish Council meeting, and in view of the number of changes to the Council over the last 9 months the Chair advised that there were no working group reports to be presented and that the working groups would be re constituted in the next few months

## **82/20 Report from Ward Councillor**

CEC Cllr Bailey provided a verbal update on local matters which included

- Parking; where it was reported that a Service Level agreement distribution of costs was under consideration.
- Draft SADPD consultation, potential conflict between the SADPD and local neighbourhood plans.
- dialogue on Village View where there were still some outstanding matters reported which are awaiting completion and/or comment by the Planning Officer.
- Concerns over winter gritting particular the local school routes (Coole Lane) were expressed and which are to be raised at the Area Highways Group meeting in Nantwich on 19 October, where comment/involvement of the Parish Council is most important.

### **83/20 Grant applications**

- Members **resolved** unanimously to raise the £1500 grant payment approved in June 2020 to Overwater Wheelyboat Services towards the cost of an outboard motor for the Wheelybus.
- Members considered a grant application received from Audlem Public Hall. Members were asked to consider this as an exceptional grant request in the sum of £5,000 which is in excess of the Councils own budget guidance figures. This in order to assist the Public Hall to carry out essential maintenance work at a time when its own income would have been sufficient had it not been for the loss of revenues due to Covid 19. Members agree unanimously to support the Public Hall as a key local amenity and **resolved** to approve the grant support to the Hall in the sum of £5,000, towards the redecoration/refurbishments costs as itemised in the Grant application.

### **84/20 Financial Matters**

- To approve the Bank reconciliation to 31 September 2020. As at 31 September 2020 the Interim Clerk continues to have limited access to the Parish Bank Accounts and as a result the Bank reconciliation was an extract of the full analysis. Members **resolved** unanimously to approve the short form bank reconciliation that had been previously circulated.
- Authorisation of cheques – Members **resolved** to approve the schedule of payments as circulated and verified by Cllr McLaren-Brown.
- The Interim Clerk advised that the VAT refund claim has not yet been submitted
- Members were advised that the revision to the Bank Mandate to include Cllr McLaren Brown as an authorised signatory had been acknowledged but was awaiting completion.
- The Clerk confirmed that a query raised by the external auditors relating to the AGAR return had been answered to the satisfaction of the Auditor.
- The Clerk had previously circulated information requested from the CEC Treasurer giving details of the existing taxbase for Audlem, but was unable to respond to the request for an early indication as to what this might be for 2021-2022 the purpose of which was to assist the Clerk in giving guidance towards the 2021-22 precept. Members agree to discuss the budget at the next meeting which it was agreed would focus on assessing the budget year to date and forecasting the future budget requirements

### **85/20 Clerks report**

The Clerk provided a brief update on the state of the legal 'Accessibility' requirement on the Parish website and confirmed that ThenMedia had updated the site in order to meet current requirements.

### **86/20 Turnpike Field**

The Chair brought Members up to date with the cutting schedule which had now been carried out with a strict proviso that all cuttings should be safely disposed of to avoid the ragwort getting into any animal feed which had caused some tensions within the working group. The next meeting of the working group was scheduled to take place on 28 October. Members again discussed the restrictions that needed to be put into place to stop the potential mis use of the Turnpike Field by unauthorised access by campers by installing gates and a height barrier and signage all of which are likely to be ongoing.

### **87/20 Longhill Moss**

Cllr McLaren Brown provided an update on the current position relating to the Longhill Moss and the flooding of land. Under guidance from Rostons, steps have now been taken to produce a new contract which necessitates the need to issue a notice to quit on the existing contract which requires a notice period of 12 months.

#### **88/20 Parish Council Matters**

Cllr McLaren-Brown raised concerns over the toilets with a request that the following are investigated and rectified as appropriate.

- Review all supply contracts over the next 6 months i.e. before the next fiscal year to ensure best value
- Accident book. There does not appear to be one
- Health & Safety needs a review to ensure compliance
- First Aid book. None seen so replacement required.
- Review of the current insurance cover for the toilet block.

#### **89/20 Correspondence**

In addition to correspondence previously circulated the Clerk advised Members of the following:

- Communication from NEST (the employee pension scheme) to change the authorised signatory to the account. Clerk to complete and return to NEST
- Email communication from PCSO Nick Jarvis expressing concern over the parking (on pavement) on Stafford Street.
- ChALC call for motions at its forthcoming AGM noting that none were raised.
- ChALC brochure 'Cheshire Parish & Town Councils Respond to challenges of Covid 19' where Audlem featured as a case study.

#### **90/20 Areas of responsibility**

- In view of a number of changes that have taken place since the last meeting, consideration to be given to membership of all committees, working groups and representatives to outside bodies confirming where either delegated or allocated authority is given in accordance with Standing Orders – **resolved** to await the new Parish Councillors.
- To receive an update from subgroup concerning the CCTV project – Deferred as above.

#### **91/20 ITEMS FOR FUTURE AGENDA**

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate nor decision making. No other items were raised.

#### **92/20 DATE OF NEXT MEETING**

The next meeting of the Parish Council will be held at **7.00pm** on **MONDAY 9<sup>th</sup> November 2020** at Audlem Public Hall or via an online meeting facility (to be decided nearer the time). **resolved** to approve this.

**RESOLVED** to exclude the public from Part 2 of the meeting on the grounds of confidentiality.

#### **PART 2 – CONFIDENTIAL**

**93/20** The Chair reported that following the resignation of Cllr Hopkins and Cllr Mottershead there were 7 vacancies on the Council. Having received two applications previously circulated, Members considered and **resolved** to co-opt Mrs Joy Sansom and Mr Andrew (Andy) Bicknell onto the Council.

**94/20** Members were introduced to Jackie Weaver the Chief Officer of ChALC (the Trade Association who advise and represent Local Councils) who gave an overview of the role that ChALC supports local Councils and the guidance given over personnel matters.

The meeting closed at approximately 9.28pm

Signed 'virtually' as a true record of the Meeting held 5 October 2020 by  
Cllr S Boyes (Chair) Dated 9 November 2020