



**AUDLEM**  
PARISH COUNCIL

## **AUDLEM PARISH COUNCIL**

Chair: Derek Winskill  
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### Minutes of meeting of Audlem Parish Council held in Public Hall Youth Room on **Monday 13<sup>th</sup> June 2022 at 7.00pm.**

**Present:** Cllrs. Derek Winskill (Chair), Ralph Warburton (Vice Chair), Geoff Seddon, Jean Stainthorpe, Paul Cawood, Nigel Mottershead, John Bower

**In attendance:** Locum Clerk – Kate Howe

**Members of the Public (MOP) - 2**

**22/18 Apologies for absence:** Cllrs. Tim Lawton, Mark Jeffs

**22/19 Public open forum and participation**

Parish Councillors responded to questions raised by two MOP's attending.

**22/20 Declarations of Interest**

None

**22/21 Request for dispensation**

None

**22/22 Confirmation of Minutes**

Councillors **RESOLVED** to approve APC minutes of the meeting held on 23<sup>rd</sup> May 2022

**22/23 Matters Arising**

None

**22/24 Financial Matters**

22.24.1 Update on retrieval of Parish Council documentation and equipment – Council **RESOLVED** to move to Confidential section.

22.24.2 Bank Signatories – Cllrs. Winskill and Warburton are dealing with new bank mandate and signatories for newly appointed APC councillors and removal of outgoing councillors.

22.24.3 Audit – Kevin Mellor (Internal Auditor) will undertake in July.

22.24.4 Council **RESOLVED** unanimously to retrospectively approve the minutes of the Finance Sub Committees held on 28<sup>th</sup> April 2021, 7<sup>th</sup> July 2021, 6<sup>th</sup> October 2021, 16<sup>th</sup> November 2021, 16<sup>th</sup> December 2021 and 28<sup>th</sup> January 2022

## 22/25 Planning Matters

**22/1302N** Field to the east of Audlem Rd. Development of 24 no residential units. Council believed development did not comply with the APC Neighbourhood Plan and had **registered OBJECTION** prior to closing date of 1<sup>st</sup> June. Councillors unanimously **RESOLVED** to broker constructive meeting with developer with intention to agree design policy.

**22/1108N** 19 Stafford St. Listed building consent for new kitchen including partial removal of an internal wall. Council **unanimously RESOLVED no objection.**

**22/1883N** 2 Ingleside Paddock Lane. Removal of existing conservatory and replace with single storey flat roof extension. Council **unanimously RESOLVED no objection.**

**ACTION** – Locum Clerk to notify Cheshire East Planning of responses.

## 22/26 Membership of Sub Committees and Working Groups

22.26.1 Council elected and **RESOLVED** membership of Sub-Committees and Working Groups:

### Finance Sub Committee

Cllrs: Ralph Warburton  
Derek Winskill  
Mark Jeffs  
Tim Lawton  
Geoff Seddon

### Planning Working Group

Cllrs: Mark Jeffs  
Geoff Seddon  
Tim Lawton  
Paul Cawood  
Nigel Mottershead

### Asset Management Working Group

Cllrs: Derek Winskill  
Nigel Mottershead  
John Bower

### Management & Communications Working Group

Cllrs: Derek Winskill  
Geoff Seddon  
Jean Stainthorpe

### Turnpike Field Working Group

Cllrs: Nigel Mottershead  
Geoff Seddon  
Jean Stainthorpe  
Ralph Warburton

### Health & Safety Working Group

Cllrs: Paul Cawood

Ralph Warburton  
Derek Winskill  
John Bower

**ACTION** - APC Chair requested Finance sub-committee and Working Groups meet prior to APC July meeting to identify priority tasks they can effectively deliver in short term.

**22.26.2** Report of the Turnpike Field Working Group meeting held on 8<sup>th</sup> June 2022 Council reviewed the revised Terms & Conditions produced for letting of Turnpike Field. Council **NOTED** the amendment from inclusion of 'East Cheshire' to 'Cheshire East'.

Cllr. Stainthorpe proposed and Seddon seconded. Council **RESOLVED unanimously** to approve the revised T&C's.

Council **NOTED** that event booking forms had been received for Turnpike Field:

2 <sup>nd</sup> July	Party in the Park
2 <sup>nd</sup> July	ASET
30 <sup>th</sup> July	ARS Barbeque
31 <sup>st</sup> July	Transport Festival
28 <sup>th</sup> August	ADAS Village Fair

Users of the Field must evidence their own event liability insurance is in place. Signage will be erected informing users that vehicles are parked at their own risk.

**ACTION:** Cllr. Winskill to produce wording and procure signage.

Footpath through south section of Turnpike Field is muddy and impassable.

Cllr. Jean Stainthorpe reported that Cheshire East's Ecology Officer was comfortable with a gravelled, and sandbagged area in the 45 m. firmer section of path (Quotes received of £4,020 ex. VAT) and the use of wooden walkways and sleepers in the 24 m. of muddy section (Quotes of £3,750 ex Vat received to supply). A representative from Peak and Northern Footpath Society (P&NFS) had visited Turnpike Field. A solution had been agreed between PNFS's Improvement Officer, Cheshire East's Network Management & Enforcement Officer and Ecology Officer. A grant application had been submitted P&NFS who had agreed a grant of £8,275, ex VAT, towards the cost. Cheshire East have committed £1,000 to the project. The total estimated cost of work is £10,000, based on additional volunteer help.

TFWG sought approval of APC to enact the project.

Cllr. Stainthorpe proposed and Warburton seconded. Council **RESOLVED unanimously** to approve the project with funding identified in place.

**ACTION** – Cllr. Stainthorpe, (as Chair of TFWG), to identify volunteer help to install and transport materials, evidence risk assessments and methodology statements and report to APC July Council meeting.

## **22/27 Parish Council Matters**

**22.27.1** New Parish Council Notice Board is in storage. Siting has been previously identified with ADAS and approved by APC. Council **RESOLVED** Planning Working Group will hold informal meeting to review previously agreed siting.

**ACTION** – APC Planning Sub Committee to confirm preferred siting and report back to July APC meeting.

22.27.2 Appointment of Lengthsman. Post previously advertised via Audlem on-line (AOL). 4 applications were received, all subsequently withdrew. Council unanimously **RESOLVED** to advertise post more broadly via posters in local shop windows and community notice boards.

**ACTION** - Cllr. Winskill to produce advert and provide to Cllr. Stainthorpe to advertise.

#### **22/28 Report by Ward Councillor**

No report received as Cheshire East Councillor Rachel Bailey was not present.

#### **22/29 Correspondence – none to report**

#### **22/30 Items for Future Agenda**

- Appointments to other bodies
- Siting of notice boards
- Future dates for Village Surgery

#### **22/31 Date of Next APC Meeting**

Council confirmed the next APC meeting will be held on **Monday 11<sup>th</sup> July 2022** in the Youth Club Room, Audlem Public Hall

#### **CONFIDENTIAL SECTION:**

Insurance - APC taking advice from National Association of Local Councils (NALC), via Cheshire East Association of Local Councils (ChALC) on insurance indemnity.

**ACTION** - Locum Clerk to report.

Parish Council documentation and equipment. APC taking advice from National Association of Local Councils (NALC), via Cheshire East Association of Local Councils (ChALC).

**ACTION** - Locum Clerk to report.

Councillors unanimously **RESOLVED** to purchase new laptop and mobile phone for business use by Locum Clerk.

**ACTION** - Locum Clerk to supply specification and quotations for purchase of laptop. Cllr. Warburton to arrange purchase of mobile phone, billed to APC.

APC Communications – Parish Councillors were requested to log into their newly supplied [@audlempc.co.uk](mailto:@audlempc.co.uk) email addresses and use these when communicating on any APC matters.

Council **RESOLVED** that a short NEWS item would be produced by Cllr. Stainthorpe immediately following APC meetings to upload to Audlem-on-line (AOL) website.

**ACTION:** Cllr Stainthorpe to produce draft, Chair and Locum Clerk to approve wording before uploading.

#### **Meeting close**

Chair thanked APC councillors and MOP's for attendance and contributions to meeting.

Cllr. Geoff Seddon offered his apologies for July APC meeting.

Meeting closed at 9.45pm.