

**AUDLEM PARISH COUNCIL**  
**MINUTES OF MEETING**  
**MONDAY 6<sup>TH</sup> OCTOBER 2014 AT 7.30PM**  
**METHODIST MEETING ROOMS, SHROPSHIRE STREET, AUDLEM**

**PRESENT:**

Cllr Johnson	Cllr Jones (Chair)	Cllr G Seddon	Cllr Hill
Cllr Furber	Cllr Higham	Cllr P Seddon	Cllr Down
Cllr Langston	Cllr Siddorns		

**In Attendance:** J Kemble (RFO), K Dixon (Clerk)

**Present:** CEC Cllr Rachel Bailey, Mr John Tilling (AOL), Mr Ralph Warburton, Mr Mike Haines.

PUBLIC FORUM

Mr Warburton spoke about his hopes that the Parish Council will take over the playing field, car park and associated facilities which are vital for village events. He also mentioned the fees that the Football Club have to pay Cheshire East each year to play matches on the playing field. Mr Tilling spoke on behalf of Mrs Tilling about the poor access to the public footpath leading from Wood Orchard Lane to Sandy Lane, stating that the stile is in very poor repair and a kissing gate might be a suitable replacement. Mr Tilling also mentioned the news that Shropshire Council are closing the A525 near Woore for an extended period for resurfacing work and asked whether this would be used for remaining work to pavements in Audlem to be done.

14.76 APOLOGIES

Apologies were received from Cllr Christie.

14.77 DECLARATION OF INTERESTS

Cllr Furber declared an interest in 14.80.3(i)

14.78 CONFIRMATION OF MINUTES

The minutes of the meeting held on 1<sup>st</sup> September 2014 were approved and signed as a correct record.

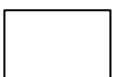
14.79 MATTERS ARISING

Car Park CCTV - The Clerk reported that training from an EPG engineer would cost £85 (+VAT). Cllr Higham and Cllr Langston volunteered to undergo the training in addition to the Police personnel. The Clerk will arrange this.

14.80 PLANNING & DEVELOPMENT**80.1 Neighbourhood Plan**

**(i) Steering Committee** – update from the NP sub-committee

Cllr G Seddon reported that residents of all ages had engaged with the process with 24 residents volunteering to help with the Steering Committee or working groups. The Sub-committee, having considered the skills required for the Steering Committee, had circulated its recommendations for the resident representatives on the Steering Committee to all Parish Councillors and it was unanimously **resolved** to invite these residents to join the Steering Committee. The sub-committee had also considered which Parish Councillors should sit on the Steering Committee. Bearing in mind the skills required on the Steering Committee and after some discussion, it was **resolved** that the



sub-committee's recommendation of Cllr Jones, Cllr Higham and Cllr G Seddon be appointed to the Steering Committee (1 abstention). Cllr G Seddon confirmed that Mr Roland Hall and Ms Monique Hollinshead had already been appointed to the Steering Committee by the Parish Plan Group. Any shortfall in skills will be covered by Cheshire Community Action as part of their contract to support the process and it has been confirmed that John Heselwood, who spoke at the Public Meeting in July, will be their point of contact for Audlem. Cllr G Seddon also raised the suggestion that as the idea of portfolios for Parish Councillors had been initiated after the last Parish Plan, Parish Councillors should be a part of the Parish Plan working group relevant to the portfolio they hold; this seemed a logical path to follow. It was unanimously **resolved** to approach the Parish Plan group with this proposal.

The next meeting concerning the Neighbourhood Plan is to be on Monday 13<sup>th</sup> October 2014 when the process will be handed over to the Steering Committee. The possibility of planning students from Manchester University being involved was discussed and the possible funding of an administrator by the Parish Council is to be put on the next agenda.

**(ii) Ratification of Terms of Reference for Steering Committee**

It was unanimously **resolved** to ratify the Terms of Reference for the Neighbourhood Plan Steering Committee as finalised by the Neighbourhood Planning Sub-committee.

**(iii) Summer Competition**

The competition closing date has been extended to 14<sup>th</sup> October and judges have been found, with 2 looking at art entries and 2 looking at prose with Jane Marshall as chair of judges, the judging is scheduled for 15<sup>th</sup> October.

**80.2 Planning Applications**

**(i) Update on Biomass Boiler proposed at Corbrook Court (14/2310N)**

Cllr G Seddon reported that he had read the report prepared by Cllr Higham to the Southern Planning Committee and that CEC Cllr Rachel Bailey and Mrs Helen Sandiford had also spoken against the proposal. Mr Heber-Evans spoke on behalf of Morris Care. The application was unanimously refused. Cllr Jones extended a formal vote of thanks to Cllr Higham for his hard work on this matter.

**(ii) Update on latest Heathfield Road development application (14/3976N)**

The Parish Council had submitted the response used for the previous application whilst voicing its annoyance and dismay that an identical application could be made so soon after the previous application had been refused. The Medical Practice and the Residents' Association had also responded with their objections to the application.

**(iii) 14/4216N Change of use at Fox Cottage, Cheshire Street, Audlem**

No objection was raised.

**(iv) 14/4420T Work on tree in conservation area at 15 Cheshire Street, Audlem**

No objection was raised.

**(v) 14/4281T Work on TPO tree at 3 Sycamore Close, Audlem, it was noted that no objections had been raised.**

**80.3 Planning Appeals**

**(i) Land to the West of Audlem Road**

Nothing to report.

**(ii) Land to the East of 22 Heathfield Road**

Nothing to report.



14.81 FINANCIAL MATTERS**81.1 Finance Report**

The RFO reported that he was awaiting the September bank statements to complete the half year figures. There was a discussion about the previously approved budget review meeting between the Chair, Vice-chair, Clerk and RFO. It was agreed that instead of this meeting that the RFO would do a presentation to all councillors rather than meet the Chair, Vice-chair and Clerk as previously agreed. The presentation is to be made a separate meeting on 27<sup>th</sup> November. The Finance meeting will be rearranged. The matter of a half year external audit was discussed and it was unanimously **resolved** that this should go ahead. Cllr G Seddon asked that the RFO update incorrect information in the budget figures as previously requested.

**81.2 Cheque Signatories**

It was resolved that the following be authorized as signatories to the Co-operative Bank Account and also the Santander Reserve Bank Account: Cllr Jones, Cllr Hill, Cllr Down, Cllr G Seddon, the RFO and the Clerk.

**81.3 Small Grant Application**

Audlem Football Club's financial information received was incomplete and the applicant will be asked to supply this before the application can be considered in full at the upcoming finance meeting.

**81.4 Authorisation of cheques**

1374	K Dixon	Salaries	£306.28
1375	J Kemble	Salaries	£51.01
1376	G Davies	Salaries	£337.10
1377	K Dixon	Office Expenses	£15.15
1378	Audlem Angels	Public Conveniences	£150.00
1379	Audlem Methodist Church	NP Room Hire (x2)	£68.00
1380	Audlem Methodist Church	Room Hire	£40.00
1382	Audlem Printers	NP Printing (Invs 283 & 290)	£85.00
1381	Bazaar	NP newsletter distribution	£48.00
1383	K Dixon	NP questionnaire boxes	£56.00
1384	James Roberts	Repairs (Sparrowy Spout)	£100.00
1385	BDO LLP	External Audit Fee	£240.00
1386	Npower	Public Conveniences (3yrs costs)*	£2,331.94
1387	Royal British Legion	Donation (section 137)	£50.00
1389	H Jones	NP expenses	£57.89
1390	H Jones	projector screen	£99.99

**Resolved: the above accounts were approved for payment.**

\* NB this replaces the earlier invoice

**81.5 To note the following payments made that were previously authorised**

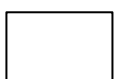
1388 Audlem in Bloom/ADAS (minute 14/54.3) £1,595.37

**81.6 To note receipt of the following**

CEC – 2<sup>nd</sup> Instalment Parish Precept £18,764.50

14.82 CAR PARKING

The apparent ticketing of cars in the car park and on the playing field during a recent funeral and Cheshire East's response was discussed. Only one car was ticketed (because it was parked out of a bay on the car park) and the ticket has now been rescinded. The patrolling policy of Cheshire East's personnel was discussed as well as national policies and signage. Councillors agreed that traffic



wardens should follow the new policy of prioritising dangerous parking on highways. CEC Cllr Rachel Bailey stated that CEC would like to work with the community and open channels of communication so that they are aware of extra-ordinary events such as large funerals and it was agreed that all concerned would work towards this. The Clerk will contact local churches and funeral directors accordingly. Cllr Johnson brought up local concerns that people were regularly parking on the playing field which would in wetter months have considerable impact of the condition of the grass. It was agreed that CEC would be approached to replace the missing parts of barrier which afford easy everyday access at present. It was agreed that common sense and sensitivity was required in all respects.

#### 14.83 PHARMACEUTICAL NEEDS ASSESSMENT

Cllr Siddorns reported that CEC Cllr Janet Clowes had responded to all points raised and when the full consultation starts this will be brought to the attention of the residents.

#### 14.84 CORRESPONDENCE RECEIVED

CCA Community Pride Awards - Cllr G Seddon and Cllr P Seddon have volunteered to attend.  
Fracking Event – Cllr Higham and Cllr Johnson to attend  
Cheshire East CAB AGM & 75<sup>th</sup> Anniversary celebration. The Clerk will investigate whether Cllr Christie may be attending as Cllr Jones is away.  
CPFA – AGM – the Clerk will circulate the details to councillors for consideration.

#### 14.85 PARISH COUNCIL MATTERS

##### **85.1 Councillor Vacancy**

The Clerk reported that there had been no applications for the post. The advert will be re-posted in an effort to fill this casual vacancy.

##### **85.2 Review of Policies**

The Clerk reported that, after discussion with ChALC and in order to start the process with the matters of greatest priority, she could work extra hours (up to 7) this month to complete the new Financial Regulations and Health & Safety Statement, this was agreed.

##### **85.3 Refurbishment of Assets**

It was *resolved* that the Clerk should consult with CEC Conservation Dept about whether to remove the torching from the underside of the tiling on the Butter Market as was recommended by Alan Sumner. The Clerk was given the remit to take whatever action is necessary.

##### **85.4 Update of Council Website Pages**

Cllr P Seddon reported that she and the clerk were working on a new format based on her initial draft.

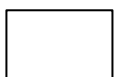
#### 14.86 REPORTS OF WORKING GROUPS & COMMITTEES

##### **86.1 Highways & Transportation (Cllr Hill)**

(i) Road Safety - Cllr Siddorns reported that Dave Chan of CEC Highways has confirmed that the road markings for the 40mph zone in Swanbach and the double yellow lines throughout the village are scheduled to be completed.

(ii) Pedestrian Crossing – Cllr Hill reported that residents had commented on the difficulties that some people, particularly the elderly, have crossing the roads at the centre of the village and how this might be ameliorated by the installation of pedestrian crossings. It was agreed that CEC Cllr Rachel Bailey would advise Cllr Siddorns whom was best to contact at CEC Highways about this suggestion.

(iii) LAP report – Cllr Siddorns commented on the uncertainty regarding the future of the Highways



LAP meetings, CEC Cllr Rachel Bailey agreed with Cllr Siddorns that they are an invaluable resource. Projects for next financial year: Councillors were asked to propose projects for consideration (eg improvements to footpaths along Stafford St and bring suggestions to the next meeting).

**86.2 Community (Cllr G Seddon)** – To receive reports, and also:

(i) Community Projects Committee – Cllr Hill reported on the last meeting.

(ii) Public Hall – No report.

(iii) Audlem Burial Committee – The next meeting is next week.

**86.3 Youth & Education (Cllr Higham)** – Cllr Higham is trying to arrange a meeting with the Head Teacher of Audlem St James Primary School.

**86.4 Law & Order (Cllr Furber)** – Nothing to report. (See also

**86.5 Local Tourism & Business (Cllr Langston)**

Winter Moorings – Cllr Langston reported that there are no Winter Moorings listed for Audlem and the reason given is that CRT would be unable to patrol them. Cllr Higham is to pursue this matter with CRT through their next local forum.

Cllr Langston reported that he had spoken to both ADAS and Audlem Traders regarding an on-going issue about the Big Switch On event, he suggested a meeting between some members of both groups, reminded them that Health and Safety should be considered for such public events and that the Parish Council is not involved in this event in any way.

**86.6 Heritage & Localism (Cllr Higham)** – Nothing to report.

**86.7 Wildlife & Ecology (Cllr Down)** – Minutes of the most recent meeting will be circulated.

**86.8 Health (Cllr Jones)** – The minutes of the last meeting will be circulated, topics covered included the impact of the possible development in Bridgemere and the transfer of secondary care.

Cllr Jones also reported that she has been in touch with the First Responders and continues to work on the matter of location and access to the defibrillators.

**86.9 Communications (Cllr P Seddon)** – The next deadline for the newsletter is 15<sup>th</sup> October.

**86.10 Access & Inclusion (Cllr Christie)** – Cllr Higham reported that ADCA is on track to have 150 different people “within its fold” by the end of the year and also within budget. There continues to be a need for more drivers and this will be promoted in the next Newsletter.

**86.11 Devolved Services (Cllr Siddorns)**

(i) To consider the on-going costs and liabilities associated with the facilities that could be considered for devolution from CEC – Cllr Jones proposed, due to the size of the issue, that a separate meeting be held for the matter of possible devolution of the playing fields, car park, tennis courts and play area to the Parish Council. This was agreed and councillors were asked to give the clerk any dates on which they would be unable to attend a meeting. The chosen date and venue of this meeting will be publicised.

(ii) Public Conveniences – Cllr Hill reported that the door to the ladies toilet had been damaged again and that a spare lock was being purchased as a precaution. He suggested that the inside of the door would benefit from steel lining to protect it further. Cllr G Seddon reported that he had circulated to councillors a spreadsheet of the income from the Public Conveniences since they had been taken over by the Parish Council which indicated that revenue had decreased.

**86.12 ADAPT (Cllr Johnson)** – Cllr Johnson reported that ADAPT intended to present a case for the introduction of cycle racks to the Parish Council at the next meeting and that the professional profile of the ADAPT group is growing with them being asked to carry out a heating survey for a local school.

**86.13 Commons & Greens Committee (Cllr Furber)**

(i) Longhill Moss Fencing– Cllr Furber presented three quotations for renewing the fencing at Longhill Moss and it was unanimously **resolved** to accept the quotation received from I & R Marshall.

**86.14 Street Lighting (Cllr Langston)** – Cllr Langston reported that CEC had recently been in the village making repairs to the street lighting. The daylight burner on the car park has been fixed, however another appears to now have a similar fault.



14.87 COUNCILLORS' REPORTS ON ADDITIONAL MEETINGS ATTENDED

Cllr Hill attended a ChALC meeting for local villages the focus of which was mostly unwanted housing development proposals.

14.88 ITEMS FOR CONSIDERATION AT THE NEXT MEETING

ADAPT – cycle racks

Copthorne Drive Bench

Leader Programme

Administrative Help for the Neighbourhood Plan Steering Committee

14.89 DATE OF NEXT MEETING – MONDAY 3<sup>rd</sup> NOVEMBER 2014

**CHAIRMAN** \_\_\_\_\_

**Date** \_\_\_\_\_

UNCONFIRMED

