

AUDLEM PARISH COUNCIL
MINUTES OF MEETING
MONDAY 1ST SEPTEMBER 2014 AT 7PM
METHODIST MEETING ROOMS, SHROPSHIRE STREET, AUDLEM

PRESENT:

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

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

Present: CEC Cllr Rachel Bailey, Mr Bob Cartwright (AOL), Mr John Tilling

PUBLIC FORUM

No members of the public wished to speak.

14.62 APOLOGIES

Apologies were received from Cllr Higham and the RFO who was delayed.

14.63 DECLARATION OF INTERESTS

Cllr Furber declared an interest in 14.66.3(i)

14.64 CONFIRMATION OF MINUTES

The minutes of the extraordinary meeting held on 10th July 2014 were approved and signed as a correct record.

The minutes of the meeting held on 15th July 2014 were accepted with the following amendment: Cllr Furber asked, on behalf of a resident, whether a married couple could both serve on the same Parish Council and the same sub-committee of that Parish Council.

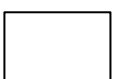
14.65 MATTERS ARISING

It was confirmed with ChALC that there are no restrictions on married couples serving on the same Parish Council or the same sub-committee thereof.

Noticeboard – the type of key has been ascertained and Cllr Jones is sourcing one. The Clerk is working on a new system of displaying essential information for the main village noticeboard and this will be reflected on this board. Cllr Jones suggested that both sides of the new Audlem Traders leaflet be displayed in addition to this. Cllr Christie expressed concern about the condition of the protective clear front to the noticeboard and the clerk agreed to report back on her efforts to clean it up after inspection.

Dog Sign – The sign has now been erected with the help of Keith Massey, CEC Dog Warden. Positive comments about the signs were received from dog walkers.

Conservation Area – CEC Conservation Dept have now issued an enforcement letter regarding the unauthorized change of frontage and signage on the Kebab Shop on Shropshire Street.



14.66 PLANNING & DEVELOPMENT66.1 Neighbourhood Plan(i) Progress Report from Sub-committee for Neighbourhood Plan

Cllr G Seddon reported that the Sub-committee had met 4 times, members have held 2 publicity sessions under the Buttermarket and sent out 2 newsletters to publicise the process to the community. Over 29 responses had already been received via the website, the comment boxes and direct contact with the clerk and councillors. It has been agreed that the Steering Committee for the Neighbourhod Plan will consist or 10 or 11 members, 2 from the Parish Plan Group/Community Projects Committee, 3 Parish Councillors and 5 or 6 other residents. Cllr Jones and Cllr G Seddon met with CEC Council Leader Cllr Michael E Jones and ascertained that in order to complete the referendum before a moratorium is imposed in advance of next May's elections, the site allocations need to be completed by the end of December so the referendum can be held by the end of January 2015. After this referendum, the Neighbourhood Plan Steering Committee will be able to extend the scope to include other aspects of importance to the village. When the full Neighbourhood Plan has been completed and scrutinized then a second referendum will be held at CEC's expense. East's expense. Cllr Jones and Cllr Christie are to attend the launch event of the 9 Front Runner Parish and Town Councils on 2nd September. This will give them the opportunity to ask further questions including whether a dual referendum has legal rigor. The launch event will be attended by representatives of the Department for Community and Local Government, Cheshire Community Action and Cheshire East Council. It is intended that a meeting of volunteers will be held in 2 weeks time and the first meeting of the Steering Committee be held by the end of September. It was also noted that Stapeley Parish Council have invited Audlem representatives to attend their Neighbourhood Planning meeting.

(ii) Terms of Reference for Steering Committee

Cllr Jones had circulated draft Terms of Reference and there was a discussion of the four proposed alternatives for the aims of the Steering Committee as it was agreed that the Parish Council should lay down the initial framework for the Neighbourhood Plan with the Steering Committee building upon this. It was unanimously **resolved** that the aims of the Neighbourhood Plan Steering Committee be: *To provide a Neighbourhood Plan which reflects the community's desire to set out a planning and land use policy framework for the area and to enable to achievement of identified local priorities.*

The budget for the Steering Committee was discussed and it was **resolved** unanimously that a budget of £500 be set for spending within the parameters of the grant of £3,167 which has been awarded to the process by Community Rights. It was also agreed that the Terms of Reference should stipulate that although working group meetings may be informal, minutes/notes must be made. It was agreed that the Terms of Reference be further scrutinized and councillors forward any concerns/amendments to Cllr Jones. The Neighbourhood Plan Sub-committee was authorised to agree the final version of the Terms



of Reference

(iii) Administrative Assistance

As part of the fast track process, Councillors had been told that CCA will be providing administrative assistance but there may be a shortfall which the Parish Council may have to fund as administration is not covered by the grant. It was resolved that the matter be put on the agenda for the next meeting once more is known.

Cllr Siddorns requested that Cllr Jones ask about the possible funding gap in January to March 2015 at the launch meeting.

(iv) Competition

Cllr Furber reported that Audlem St James' School will be happy to distribute posters to all pupils and that they can be delivered to the School Office. Cllr Jones reported that youth organisations (eg Guides) have also been sent the information as well as the catchment secondary school Brine Leas in Nantwich.

66.2 Planning Applications

To consider the following planning applications:

(i) 14/3597N Change of use at 9 Shropshire Street, Audlem

The application was discussed and no objections were raised as it would retain business in the village.

(ii) 14/3976N Outline application for erection of up to 26 dwellings, access and open space at 22 Heathfield Road, Audlem

The application was discussed and it was unanimously resolved that the Parish Council's response to the previous application be again submitted with the comment that the Parish Council considers it unacceptable that an application, which was recently rejected, be re-submitted without significant change. The Clerk will enquire if this application is identical and, if so, if previous objections may be carried forward to this new application.

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

This application has been delayed again after the site visit scheduled for July was not completed, there is currently no Planning Committee meeting allocated. Cllr Siddorns spoke of concerns about the fuel type as wood chip has a significantly higher moisture content which leads to potential issues both with the burning and storage of the fuel. Cllr G Seddon commented that members of the Southern Planning Committee were fairly insistent that the drier wood pellet fuel should be used. The Clerk is to ask for an update on the application from CEC Planning Dept.

66.3 Planning Appeals

(i) Land to the West of Audlem Road

There has been no news on this Appeal.

(ii) Land to the East of 22 Heathfield Road

The Applicant has now applied to have the Appeal hearing postponed until January 2015.

14.67 FINANCIAL MATTERS

67.1 Finance Report

The RFO reported that the accounts had been passed by The Audit Commission without



comment. £500 is to be allocated to the Neighbourhood Plan as the agreed seed-corn fund and it was agreed that a rationalisation of the repairs budget will be carried out in the budget review. It was reported that banking on line is now permitted.

67.2 Cheque Signatories

It was **resolved** that the following will be the signatories of the Parish Council current account: Cllr Hill, Cllr Down, Cllr Jones (Chair), Cllr G Seddon (Vice-Chair), John Kemble (RFO) and Kirstin Dixon (Clerk).

It was also **resolved** that for the Community Project Committee account Cllr Johnson and former councillor Mr A Smith be replaced by Cllr Jones and Cllr G Seddon (by virtue of their posts as Chair and Vice-Chair respectively).

67.3 Budget review

It was agreed that the RFO, Clerk, Chair and Vice Chair undertake this and report back to the October council meeting.

67.4 Finance meeting

Cllr Jones requested that the meeting be moved to 27th November and this was agreed, the venue to be confirmed.

67.5 Authorisation of cheques paid during August 2014 (no meeting)

885	K Dixon	Salaries	£306.28
886	G Davies	Salaries	£279.21
887	J Kemble	Salaries	£50.81
888	K Dixon	NP meeting refreshments	£52.52
889	CVS	Payroll Services	£288.00
890	Audlem Angels	Public Conveniences (July)	£174.00
891	Audlem Printers	NP Printing (Inv 256)	£35.00
892	United Utilities	Public Conveniences	£142.32
893	Delmar Press	Summer newsletter	£294.00
894	Tony Seabridge	Grounds Maintenance	£155.00
895	CMS	Public Conveniences - repairs	£90.00

Resolved: the above accounts were approved retrospectively en bloc

67.6 Authorisation of cheques

896	K Dixon	Salaries	£306.28
897	G Davies	Salaries	£306.45
898	J Kemble	Salaries	£50.81
899	K Dixon	Office Expenses	£30.33
900	The Sign Studio	Dog Signage	£186.00
901	Audlem Angels	Public Conveniences	£144.00
902	Audlem Printers	NP Printing (Inv 275)	£25.00
903	Delmar Press	Around Audlem newsletter	£178.00
904	Audlem Methodist Ch	Room Hire	£40.00
905	H Jones	NP Expenses	£3.00
906	H Jones	NP (cloth for promotional use)	£35.94
907	A R Spibey	Bench Repairs (on-going)	£500.00

Resolved: the above accounts were approved for payment en bloc

Cllr Furber raised the matter of the Wishing Well in Coxbank and it was resolved that Tony



Seabridge be asked to tidy up the area.

Cllr Langston raised residents' concerns about the overhanging state of the trees bordering the playing fields and it was agreed that the Clerk should raise this with the appropriate CEC department.

67.7 The following receipt was noted

Longhill Rent	£600.00
---------------	---------

14.68 **PUBLIC INFORMATION DISPLAYS**

Information from Community Projects Committee which had been previously circulated was discussed. After some discussion it was agreed that the screens may be a useful facility for members of the community without access to the internet at home or elsewhere but that the Parish Council funded screens should be used for community information only. It was resolved by a majority that the service should be funded (£10 per month) for one year and then the service reviewed in September 2015. The Parish Council agreed that a representative would attend the presentation from CEC for the grant awarded to pay for some of the hardware. It was also agreed that Cllr P Seddon, as Communications Portfolio holder, would liaise on Parish Council matters with those who run the PID system.

14.69 **PHARMACEUTICAL NEEDS ASSESSMENT**

Cllr Siddorns reported that he had not had any response CEC Cllr Clowes so was no further forward with this matter, Cllr Jones offered to follow this up with Cllr Clowes.

14.70 **CORRESPONDENCE RECEIVED**

CRT Local Volunteers Update was received from Mr Dek Owen (as seen on Audlem On-line) and it was agreed to send a letter of congratulations for the progress made. It was noted that the next CRT forum is in October.

Correspondence was received re:

- i) a meeting about HS2 on 10th September.
- ii) the Community Partnerships Workshop on 21 October.
- iii) the Mayor's Service in Sandbach in September.

14.71 **PARISH COUNCIL MATTERS**

71.1 Councillor Vacancy

The Clerk reported that she had received notification from CEC Electoral Services that they had not received a claim for an election to be held and therefore the Parish Council is therefore free to fill the vacancy by co-option. It was agreed that the vacancy would be advertised using the Parish Council Noticeboard and also Audlem Online with applications required to be submitted in time for co-option at the next meeting.

71.2 Review of Policies

Cllr Jones proposed that the clerk be asked to compile a list of policies and regulations that require updating and how much time it would take to achieve this updating for consideration at the next meeting and that the council would then consider paying the clerk



to work extra hours to complete this work. The Council agreed to this course of action.

71.3 Refurbishment of Assets

Cllr Jones reported that Bob Spibey was continuing the refurbishment of the benches and there was a discussion about which benches belong to ADAS and CEC. Cllr Hill will take up the matter of ADAS benches at the next ADAS meeting. The Clerk reported that Alan Sumner was going to inspect the Buttermarket to ascertain what work might be required. Cllr Hill recommended a second local builder with appropriate experience.

71.4 Update of Council Website Pages

The Clerk has started to develop a new layout of essential information for the noticeboard to ensure that maximum use of the space available is made and will be working with Cllr P Seddon to reflect this on the website pages as well.

14.72 **REPORTS OF WORKING GROUPS & COMMITTEES**

72.1 Highways & Transportation (Cllr Hill)

No meeting has been held to report on. There was a discussion of the recent incident along the narrow part of Stafford Street as reported by resident Mr Tony Dugdale and the possible solutions for the traffic issue on this piece of road. Cllr Hill will draw this incident to the attention of the Highways LAP meeting and ask whether any new system might be available to alleviate this issue. The renewal of line markings throughout the Parish continues to be an issue. The Clerk is to take this up with CEC. Cllr Siddons drew attention to the partial completion of the 40mph zone through Swanbach. There was a discussion about speed cameras and it was confirmed that LAP Highways is not responsible for these. Cllr Langston commented on a wobbly manhole cover near the Conservation Area, the Clerk will notify CEC Highways of this.

72.2 Community (Cllr G Seddon)

Cllr G Seddon reported that it had been noted when councillors had been delivering the Neighbourhood Plan Newsletter that the footpaths leading out of the village to the south, east and west are covered with weed and are being encroached by undergrowth from hedges. There was a discussion of the Lengthsman's duties and it was agreed that the Clerk would approach CEC Highways about the matter as had been done with the stretch of A525 between the Canal Bridge and Green Lane. There was a discussion concerning the Lengthsman's duties and who determined his activities. The Clerk will speak to the Lengthsman to review his route and equipment requirements. There was a discussion about the current pedestrian route out to Hankelow and it was agreed, as suggested by CEC Cllr Rachel Bailey, to liaise with Hankelow Parish Council on this matter as any improvements could impact on school transport provisioning.

(i) Community Projects Committee

Cllr Hill reported that the focus of the last meeting had been preparing the Parish Plan Questionnaire, he also confirmed that Roland Hall and Monique Hollinshead will be their representatives on the Neighbourhood Plan Steering Committee.

(ii) Public Hall

Cllr Johnson will circulate the minutes.

(iii) Audlem Burial Committee

Cllr Christie reported that there had been a walk around the grounds and examination of the accounts at the last meeting in July.

72.3 Youth & Education (Cllr Higham) – No report.



72.4 Law & Order (Cllr Furber)

Cllr Siddorns reported that there was still no clear answer about the location of the speed gun from the Police, but the Police were interested in the possibility of using a speed gun in the new 40mph zone in Swanbach to encourage compliance. Cllr Hill was able to provide information about the installers of the CCTV and it is hoped that training can now be arranged for the Police and at least one Parish Councillor.

72.5 Local Tourism & Business (Cllr Langston)

Cllr Langston reported that it seemed to have been a quiet summer on the canal and there was discussion about whether the previous year's issues had had an impact. Cllr Langston raised the issue of Winter Moorings and it was reported that there was a National release date for such information of October 1st. Cllr Langston will ask Cllr Higham to bring the matter up at the CRT Forum in October.

72.6 Heritage & Localism (Cllr Higham) – No report.**72.7 Wildlife & Ecology (Cllr Down)**

Cllr Down will circulate the minutes.

72.8 Health (Cllr Jones)

Cllr Jones reported that the Medical Practice were now happy that progress is being made with the Transfer of Clinical Services and no further input is required from the Parish Council. Cllr Jones raised the issue of the Defibrillators in the village and after some discussion it was agreed that Cllr Jones would speak to Audlem First Responders to review the location. The location of defibrillators would be part of the essential information on the Noticeboard.

72.9 Communications (Cllr P Seddon)

Cllr G Seddon reported that he had been in touch with Connecting Cheshire and unfortunately there have been some delays in the implementation of SuperFast BroadBand in some areas including Audlem but the service should be available by the end of the year. Details are available on the Connecting Cheshire website. Cllr Siddorns asked whether it was known whether this implementation was affecting current broadband speeds, but this was not known. Cllr Siddorns had received a questionnaire about SFBB and expressed his concern about CEC's use of targeted or focused questionnaires rather than widely publicised consultations.

Cllr Jones extended a formal vote of thanks to Cllr P Seddon for all her hard work producing all the publicity communications for the Neighbourhood Plan.

72.10 Access & Inclusion (Cllr Christie)

Cllr Christie reported that there would be a talk on Lasting Power of Attorney at the Day Club on 9th September at 2pm in Hankelow Methodist Hall and all were welcome to attend.

72.11 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 Siddorns had prepared SWOT analysis on the various facilities that could be devolved to the Parish Council using the information so far available and after a discussion of the issue it was agreed that Cllrs Christie, Hill and Siddorns should meet to review and if necessary issue revisions to the other councillors so that a fully informed discussion can be had at the next Parish Council meeting. The speed at which CEC are working towards devolution was also discussed, particularly focussing on the priority that Allotment devolution takes and how this is slowing down the process for all. CEC Cllr Rachel Bailey assured the Parish Council that she continues to lobby on this matter.



(ii)Public Conveniences

Cllr Hill reported that, other than someone unscrewing one of the urinals from the wall, the Public Conveniences are in good order.

72.12 ADAPT (Cllr Johnson)

There was a discussion about ADAPT's ambition to have cycle racks in the village centre. Clarification had been gained from Chris Knibbs of ADAPT that they have been looking at costings and what permissions would be required and that ADAPT will be approaching Audlem Parish Council to gain their views on this project.

72.13 Commons & Greens Committee (Cllr Furber)

Cllr Furber reported that the dock spraying on Longhill Moss would have to be delayed until the spring. He had 2 quotations for the fencing but as they were around £2000 a third quote will be sought in time for a decision to be made at the next meeting.

72.14 Street Lighting (Cllr Langston)

Cllr Langston reported that the overhanging hedging on the Churchfields footpath will have to be cut back by the power company due to the proximity of overhead cables; the clerk will write to the householder to advise them that if they approach the power company they will carry out the work at no cost to the householder.

14.73 **COUNCILLORS' REPORTS ON ADDITIONAL MEETINGS ATTENDED**14.74 **ITEMS FOR CONSIDERATION AT THE NEXT MEETING**

Copthorne Drive Bench
 Leader Programme
 Councillor Vacancy
 Policy and Regulation review
 Budget Review
 Devolution of Playing Fields etc
 Longhill Moss Fencing

14.75 **DATE OF NEXT MEETING – MONDAY 6th OCTOBER 2014**

CHAIRMAN _____

Date _____

