

**MINUTES OF THE PARISH COUNCIL MEETING**  
**Thursday 3 January 2008 at 7.30 p.m.**  
**Community Room Holmes Chapel Library**

Subject	Minute	Action																				
1. Attendance	Mr DE Savage (Chairman) A Mr WA Ashworth (Vice Chairman) P <table border="1" data-bbox="495 426 1274 598"> <tr> <td>Mr JA Clowes</td> <td>P</td> <td>Mr J Norton</td> <td>P</td> </tr> <tr> <td>Mrs PA Cotton</td> <td>P</td> <td>Mr RC Parry</td> <td>A</td> </tr> <tr> <td>Mr G Laws</td> <td>P</td> <td>Mr AC Rickards</td> <td>P</td> </tr> <tr> <td>Mrs IM Mackenzie</td> <td>P</td> <td>Mr MJ Street</td> <td>P</td> </tr> <tr> <td>Mrs YD Moore</td> <td>P</td> <td>Mr P Such</td> <td>A</td> </tr> </table> County Councillor K Oliver - P Borough Councillors WN Guthrie MW Oliver – both A P = present, A = apology, N = non-attendance	Mr JA Clowes	P	Mr J Norton	P	Mrs PA Cotton	P	Mr RC Parry	A	Mr G Laws	P	Mr AC Rickards	P	Mrs IM Mackenzie	P	Mr MJ Street	P	Mrs YD Moore	P	Mr P Such	A	
Mr JA Clowes	P	Mr J Norton	P																			
Mrs PA Cotton	P	Mr RC Parry	A																			
Mr G Laws	P	Mr AC Rickards	P																			
Mrs IM Mackenzie	P	Mr MJ Street	P																			
Mrs YD Moore	P	Mr P Such	A																			
2. Declarations of interests	None																					
3. Minutes	<b>Resolved:</b> 1. <b>Council meeting</b> – 22 November 2007 approved 2. <b>Planning Committee</b> – 6 December 2007 – actions and recommendations approved 3. <b>Finance &amp; General Purposes Committee</b> – 6 December 2007 – actions and recommendations approved c08/01																					
4. Matters arising	1. <b>LDF Further Consultation</b> – IMM and GL agreed to consider this document 2. <b>Re-siting of seats</b> – Clerk to chase up approval 3. <b>Hedges and hedge cutting</b> – Meeting taken place and details circulated to relevant parties – need to review in Spring 4. <b>Christmas lights</b> – Members expressed approval of the overall appearance of the Village 5. <b>Short term borrowing</b> – The Clerk had been informed that an overdraft had been recommended for approval by Bank but detailed confirmation awaited; this would need to be considered by GL and Clerk 6. <b>Telephone mast, Broad Lane</b> – Mast erected before any action could be taken. If any further action was to be taken it would involve a report to the Police with a view to proceedings being taken – GL to report back	IMM & GL Clerk          GL & Clerk          GL																				
5. Accounts for payment	<b>Resolved:</b> <table border="1" data-bbox="495 1745 1274 1883"> <tr> <td>Carrick Plant Ltd</td> <td>Fourth interim payment</td> <td>24301-35</td> </tr> <tr> <td>CPRE</td> <td>Standing order</td> <td>20-00</td> </tr> <tr> <td>CCC</td> <td>Hire of room</td> <td>18-00</td> </tr> <tr> <td>Impressions Print</td> <td>Printing newsletter</td> <td>154-00</td> </tr> </table>	Carrick Plant Ltd	Fourth interim payment	24301-35	CPRE	Standing order	20-00	CCC	Hire of room	18-00	Impressions Print	Printing newsletter	154-00									
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	HC Scouts	Newsletter delivery	85-00	
	DR Cowgill	Print cartridges	38-50	
	c08/02			
<b>6. Budgets and Precept</b>	<p>Council considered report prepared by GL (and updated recommendations from informal meeting of members of F&amp;GP held before this meeting) making the following recommendations</p> <p>The Borough Council has decided that the average figure to be used in calculating the precept is £2,392.68 which, applied to net council expenditure of £66527 (last year £44492) produces a figure of £27.80 (last year £19.74) – an increase on Band D of £8.06 (to two decimal places).</p> <p>a) It is recommended that the council should approve the budget and adopt it as their financial plan for 2008 – 9; and b) the council declare a precept requirement of £66527 for the financial year 2008 – 9.</p> <p><b>Resolved the recommendations be approved</b> C08/03 Copy of budget attached to minutes</p>			Clerk
<b>7. Village centre snagging and financial report</b>	<p>JAC reported on following:</p> <ul style="list-style-type: none"> <li>• Final snagging list should be completed in January</li> <li>• Sufficient payments made to claim full grant</li> <li>• Balance of approximately £9,000 to pay, together with refund of performance bond, subject to 2.5% retention for one year</li> <li>• Grant documentation submitted for final payment</li> <li>• Monitoring visit to take place on 04-01-08</li> </ul>			JAC
<b>8. Reports from Task Groups</b>	<p>1. <b>Dane Valley</b> – Draft report circulated; final amendments being made to enable full report to be made to next meeting with recommendations for future action</p> <p>2. <b>Reorganisation of Task Groups</b> – Item to be deferred in absence of Chairman; members agreed Chairman be requested to circulate report before next meeting</p>			JAC DES
<b>9. Vision</b>	<p>Group reported on good progress; final report to be circulated for consideration at next meeting and to include recommendations on following:</p> <ul style="list-style-type: none"> <li>• Presentation of report to CBC / CCC</li> <li>• Further LDF consultation on Core Strategy</li> <li>• Consider meeting with Parish Plan Steering Group (Members agreed Chairman and RCP to ensure attendance at next Steering Group meeting)</li> <li>• Consider meeting with Traders</li> </ul>			IMM, WAA, GL & JAC  DES & RCP
<b>10. LDF</b>	<p>1. <b>CBC decision</b> – Sites R1 and R3 included but R2 now excluded</p> <p>2. <b>Further consultation</b> – Now consulting on Core</p>			

	Strategy – see 4.1 and 8 above <b>3. Report on meeting with Richard House and Barry Moran</b> – JAC and Clerk gave verbal report; further information to be provided by both Councils	Clerk
<b>11. Transforming Learning Communities</b>	School Governor members and KO reported that various important meetings taking place; although HC review will be later in programme. Council needs to keep a watching brief and review in 3 months. KO to keep Council informed	KO & Clerk
<b>12. Borough Council reports</b>	<b>1. Cheshire Year of the Garden</b> – Members considered information from lat CBC “At Home”; agreed HC should continue interest in possible event at Jodrell Bank; Clerk to continue to attend meetings and report back <b>2. Reports</b> – None available	Clerk
<b>13. County Council reports</b>	KO reported: <b>1. Parking restrictions on Parkway</b> – Site meeting to take place on Saturday 12-01-08 <b>2. LGR</b> – Government decision for 2 unitaries expected to cost an additional £13m which will not come from Central Government; 2 major projects Middlewich E by-pass and Alderley Edge by-pass would fall on Eastern authority not whole County	KO & DES
<b>14. Leisure Centre meeting</b>	<b>1.</b> Meeting to take place on 10-01-08; Clerk away; Chairman RCP and YDM to make sure attendance of HCPC reps. (Deputies JN and MJS not available) <b>2.</b> Agreed priority should be to review legal agreement, restore properly constituted meetings, but to act in best interests of whole community even if this means changing established traditions and changing control because of changing legislation or LGR	DES, RCP & YDM
<b>15. Outside Bodies</b>	<b>1. Sandbach Almshouses Charity</b> – Meeting next week <b>2. Community Rail Partnership</b> – No recent meetings to report	
<b>16. Police</b>	<b>1.</b> YDM reported update from Inspector Gamage would be circulated by Clerk <b>2.</b> Task Group Meeting with Inspector Gammage on 11-01-08	Clerk Police TG
<b>17. Civic Service</b>	Clerk reported on arrangements so far; invitations sent out: Chairman and Clerk to discuss format of reception	DES & Clerk
<b>18. Agendas and future meetings</b>	<b>1. Committee meetings 17-01-08</b> – Clerk would be away; agenda items to go to Clerk not later than Saturday 05-01-08; Chairmen to ensure notes taken for meetings <b>2. Council 31-01-08</b> – Agenda items to Clerk for 24-01-08	All

	<p><b>3. APM – 10-04-08</b> – Chairman to prepare report for 03-03-08; Clerk to try and book Middlewich Road School</p> <p><b>4. Annual meeting of Council</b> – Clerk to arrange date in May when CBC meeting dates published</p>	DES & Clerk Clerk
<b>19. General correspondence</b>	<p><b>1. Local Council Review</b> – Copies available for members</p> <p><b>2. Community Safety Partnership</b> – Meeting at Westfields 23-01-08 – JN to attend</p>	JN
<b>20. Members items</b>	<p><b>1. Wine Bar</b> – Clerk to ask for skip to be removed</p> <p><b>2. Village centre traffic flows</b> – Clerk to ensure anybody expressing concern is informed that no final decision has been taken, views will be taken into account and final decision to be made by Highway Authority</p> <p><b>3. Parking restrictions</b> – Clerk to produce details of status of parking and unloading restrictions in village centre</p> <p><b>4. Knutsford Road repairs by United Utilities</b> – Clerk to press for repairs to be carried out urgently</p>	Clerk Clerk Clerk Clerk
<b>21. News items</b>	JAC reported on potential items for the next newsletter which should ensure adequate material: Elections, Dane Valley, PCSO, Budget and Precept, Vision, Chairman's Annual report, Garden Competition – all articles to be submitted by 03-03-08	JAC & Clerk
<b>22. Private &amp; Confidential Business</b>	<p><b>Clerk's salary</b> – The Council received a report from Chairman and Members of F&amp;GP, following a review of Clerk's remuneration.</p> <p><b>Resolved:</b></p> <p>1. recommendation that Clerk's salary should increase from £5,400 to £7,700, effective from 01-09-07 (to reflect the increase in hours worked but no variation in salary scale), be approved; and</p> <p>2. next review shall take place so that any subsequent change will be effective not later than 01-09-08</p> <p>c08/04</p>	
	<b>Close 9.10</b>	
	<b>These minutes will be submitted for approval at the next meeting scheduled for 31-01-08. Until approved they are draft minutes</b>	

**Holmes Chapel Parish Council  
2008/9 Budget**

<b>Expenditure heads</b>	<b>Budget figure</b>		<b>Totals</b>	<b>Comments</b>
<b>Employees</b>				
Clerk		7700		Following review
PCSO		11000		
Clerical assistant		4680		9 hrs per week
NI		645		Including clerical assistant
Training		500		Including Clerk
			<b>24525</b>	
<b>Premises</b>				
Electricity		650		
Service charges		200		
Office accommodation		1500		Guestimate depending on location
			<b>2350</b>	
<b>Supplies / services</b>				
Postage		485		
Telephone		470		
Printing /stationery		415		
Members IT costs		1200		
Planning appeals		5000		
Special cleans		700		Chewing gum special cleans (2)
Audit:				
External	400			
Audit	500	900		
			<b>9170</b>	
<b>Other charges</b>				
Chairman's allowance		1000		
Newsletter		1650		Based on 4 issues
Insurance		1600		
Election expenses		1500		
Subscriptions:				
Chalc	960			
Playing Fields Assoc	18			
Community Council	68			
Twinning Assoc	62			
CPRE	20	1128		
Parish Plan – Quality		2600		Balance of £3500 grant
s.137 Payments:				
Youth Club	1000			
Church yards	1000			
CAB	300			
Hospice	1000	3300		
Garden competition		132		
Village Volunteers		250		
Christmas lights		620		
Contingency		1000		
			<b>14780</b>	

<b>Finance costs</b>			
Redemption	12300		
Loan interest	7302		
Other interest	200		
		<b>19802</b>	
<b>Total expenditure</b>		<b><u>£70627</u></b>	
<b>Income</b>			
Precept	66527		
Grants	2600		
Bank interest received	500		
VAT recovered	1000		
		<b><u>£70627</u></b>	

**MINUTES OF THE PLANNING COMMITTEE**  
**Thursday 17 January 2008 at 7.30 p.m.**  
**Community Room Holmes Chapel Library**

<b>Subject</b>	<b>Minute</b>	<b>Action</b>						
<b>1. Attendance</b>	Mr WA Ashworth (Committee Chairman) P Mr DE Savage (Chairman of the Council) A <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Mrs PA Cotton P</td> <td style="width: 50%;">Mr AC Rickards P</td> </tr> <tr> <td>Mr J Norton P</td> <td>Mr MJ Street P</td> </tr> <tr> <td></td> <td>Mr P Such A</td> </tr> </table> P = present, A = apology, N = non-attendance	Mrs PA Cotton P	Mr AC Rickards P	Mr J Norton P	Mr MJ Street P		Mr P Such A	
Mrs PA Cotton P	Mr AC Rickards P							
Mr J Norton P	Mr MJ Street P							
	Mr P Such A							
<b>2. David Savage</b>	Noted DES had resigned from this committee because of potential conflicts of interests with CBC work; to be referred to full Council	Clerk						
<b>3. Declarations of interests</b>	None							
<b>4. Minutes</b>	<b>Resolved:</b> 06-12-07 approved							
<b>5. Planning Applications during the holiday period</b>	<b>Resolved:</b> note action of the Chairman, Chairman of the Council and Clerk in making no objection to the following application during the Christmas and New Year holiday period: 07/1282/FUL - 78 London Road - Demolish existing outbuildings at rear; Ground floor rear / side extension + rear conservatory to dwelling	Clerk						
<b>6. Planning Applications</b>	<b>Resolved:</b> No objection to the applications set out in schedule below	Clerk						
<b>7. Members Items</b>	<ol style="list-style-type: none"> <li>1. <b>Street Lighting</b> – Clerk to contact CBC again regarding lighting on Church Hall, the side of Mandeville’s and at the back of St Luke’s Church, which has still not been repaired.</li> <li>2. <b>Congleton Community Safety Partnership</b> – JN to attend meeting 23-01-08 and asked if there were any issues members wanted to be raised. Suggested that he liaise with YDM.</li> </ol>	Clerk  Clerk						
	<b>Close 7.55 p.m.</b>							
	<b>These minutes will be submitted for approval at the next meeting scheduled for 14-02-08. Until approved they are draft minutes</b>							

07/1312/FUL	Green Oak Middlewich Road	Amendment to approval 06/0498/FUL to increase size of approved garage.
07/1361/FUL	7 Braemar Close	Extension
07/1405/FUL	101 London Road	Extension
07/1428/FUL	2 Stirling Court	Extension
07/1411/TPO	59 Rees Crescent	Fell one whitebeam

**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE**  
**Thursday 17<sup>th</sup> January 2008 at 8.00 p.m.**  
**Community Room Holmes Chapel Library**

<b>Subject</b>	<b>Minute</b>	<b>Action</b>				
<b>1. Attendance</b>	<p>Mrs IM Mackenzie (Chairman) P  Mr DE Savage(Chairman of the Council) A</p> <table border="1"> <tr> <td>Mr JA Clowes P</td> <td>Mrs YD Moore A</td> </tr> <tr> <td>Mr G Laws P</td> <td>Mr RC Parry P</td> </tr> </table> <p>P = present, A = apology, N = non-attendance</p>	Mr JA Clowes P	Mrs YD Moore A	Mr G Laws P	Mr RC Parry P	
Mr JA Clowes P	Mrs YD Moore A					
Mr G Laws P	Mr RC Parry P					
<b>2. Declarations of interests</b>	None					
<b>3. Minutes</b>	<b>Resolved:</b> 6 December 2007 approved					
<b>4. Financial Report/ update</b>	<p>Committee considered report from clerk.  <b>Resolved:</b></p> <ol style="list-style-type: none"> <li>Report be received and accepted</li> <li>Clerk to invoice Barclays Bank for £1662.90 for their contribution to village centre project.</li> </ol>	Clerk				
<b>5. Leisure Centre</b>	RCP reported verbally on meeting of Leisure Centre management committee. Agreed ensure Parish Council attendance at next meeting planned for 07-02-08.	Clerk				
<b>6. Youth Club</b>	As DES not present, agreed defer to next full Council	DES				
<b>7.New Council Work</b>	Committee considered request for comments from the Clerk on action on various issues to be taken prior to the election of new council in May. Agreed Committee recommend action set out in annex to these minutes	Clerk				
	<b>Close 8.55 p.m.</b>					
	<b>These minutes will be submitted for approval at the next meeting scheduled for 14 February 2008. Until approved they are draft minutes</b>					

<b>Issue</b>	<b>Recommendations</b>
<b>Task Groups</b>	Task groups should be reorganised; Chairmen appointed for each Group; Groups meet within next 3 months to deal with and / or identify outstanding work
<b>Five year plan</b>	Will emerge from Task group discussions, 'Holmes Chapel-Looking Forward' report and resulting Area Action Plan
<b>Quality – will not be achieved in 2008 so how and when will it progress</b>	Committee needs Clerk's views on progress
<b>Parish Plan / Clerk's qualification - Where do these fit into the Quality issue?</b>	Essential these progress as soon as possible
<b>Vision - How far will this be progressed?</b>	'Holmes Chapel-Looking Forward 2008 to 2021' has been circulated in draft and will be presented to Council for approval on 31-01-08.
<b>Assistant – office accommodation</b>	Work should start to progress these issues now that budget provision made
<b>Local Government Review</b>	Needs to be considered by full Council
<b>Training</b>	Follow Chalco programme and Council's Training Programme
<b>PCSO</b>	Review before end of March regarding finance, performance and extension of powers
<b>Dane Valley</b>	Report to be made to next council, after which can progress to consultation, funding and implementation
<b>Play areas</b>	Very important subject which needs to progress - especially H&S issues
<b>Crannage Playing Field project</b>	Improve momentum
<b>Leisure Centre</b>	Decision about future management requires; HCPC representatives need to pursue vigorously
<b>LDF and sites for development</b>	'Holmes Chapel – Looking Forward' to be approved; this gives indication of Holmes Chapel's aspirations