



HOLMES CHAPEL PARISH COUNCIL
MINUTES OF MEETING on Thursday 13 December 2018



at the Academy Suite, Holmes Chapel Community Centre, CW4 7AZ

Part I – Public and Press present

<p>1. Attendance</p>	<p>Cllr B Bath Cllr M Blomeley Cllr P Cotton Cllr J Clowes Cllr K O'Regan Cllr R Parry Cllr M Ranger Cllr S Ranger Cllr M Street Ward member Cllr L Gilbert</p>	<p>Mrs S Davies – Clerk Mrs S McKay - Admin</p>
<p>2. Agenda Order</p>	<p>Due to the Ward Councillor having another appointment to attend, the agenda order was altered to cover relevant items while Cllr Gilbert was present.</p>	
<p>3. Apologies</p>	<p>RESOLVED (C18/19/124) to accept apologies from Cllr Armitt (holiday), Cllr D Savage (family matter) and to note the non-attendance of Cllr Hamilton.</p>	
<p>4. Declaration of interests</p>	<p>None</p>	
<p>5. Public Speaking</p>	<p>None</p>	
<p>6. Council Minutes</p>	<p>RESOLVED (C18/19/125) to approve the minutes of the Council meeting held on 8 November 2018 (Parts I and II) and the extraordinary meeting held on 14 November 2018. (Parts I and II)</p>	
<p>7. Committee Minutes</p>	<p>RESOLVED (C18/19/126) to note the minutes, actions and recommendations of</p> <ol style="list-style-type: none"> 1. Strategy and Finance Committee held on 15 November 2018 2. Village Infrastructure Committee held on 22 November 2018 3. Amenities Committee held on 29 November 2018 4. Strategy and Finance Committee held on 6 December 2018 	
<p>8. Matters Arising</p>	<p>None</p>	
<p>9. Finance</p>	<p>The Council RESOLVED (C18/19/127)</p> <ol style="list-style-type: none"> I. Bank Reconciliation – to note the balance on 30 November 2018 is £170,406 II. To approve the following accounts for payment as detailed in the schedule attached at Appendix 1. 	
<p>10. New Homes Bonus</p>	<p>The Council received the draft submissions for the following applications:</p> <ol style="list-style-type: none"> 1. Church Walk: The request for this application is for £26,720, with the Parish Council contributing one fifth of the project cost of £33,500.00. The ownership of Church Walk was noted by the Council. 2. Croco Path. The request for this application will cover the total cost of the project of £14,000. 	

	<p>RESOLVED (C18/19/128) for the Clerk to complete the applications in consultation with Cllr Clowes and to submit the proposals before the end of the year.</p>
<p>11. Sandiford Road Meeting</p>	<p>The supplied report on the meeting on 1 December 2018 with Sandiford Road residents, Fiona Bruce MP, Cheshire East Council (CEC) leader Rachel Bailey along with ward Cllr Gilbert and Cllr Blomeley, was noted by the Council.</p> <p>RESOLVED (C18/19/129) to receive the report</p>
<p>12. Ward Members Report</p>	<p>RESOLVED (C18/19/130) to suspend standing orders to receive a report from Ward Cllr Gilbert. He reported:</p> <ul style="list-style-type: none"> • On the potential pedestrian crossing on Manor Lane, where the developers are due to install a dropped kerb. Cllr Gilbert has included this crossing on the minor highways scheme list, to investigate as a formal crossing point. • On the lack of progress with CEC Highways with the request for a new SID post on Manor Lane. A policy is presently being drafted to introduce consistency across the Borough, with all new posts on hold until the Policy is approved. • That data from the recent traffic survey has been collated for the proposed roundabout at the Chester Road / London Road junction. It is expected that draft designs should be available from February 2019, at which point the PC will have an input. It is expected that the developer contribution will cover the cost of the scheme. • CEC are considering a structural change, whereby the present cabinet system will be replaced by a committee structure, as used formerly in the Borough. • Cllr Gilbert was asked if he knew of how recent funding awarded to CEC for Highways work was being allocated – there was no information on this. • The issues around pedestrian safety at the new roundabout were reiterated to Cllr Gilbert. <p>The Council thanked Ward Cllr Gilbert for this update. Cllr Gilbert left the meeting at 7.30pm</p>
<p>13. Budget</p>	<p>The Council considered the draft budget subsequent to review by each of the committees. In order to facilitate the completion of works to the roof and car park at the community centre, the Council considered the merits of applying for a third public works loan.</p> <p>RESOLVED (C18/19/131)</p> <ol style="list-style-type: none"> I. to approve that the annual precept for 2019/20 be set at £223,247, -which equates to an increase from £79.69 to £82.41 pa for a Band D household (due to shift in tax base, effective increase of 3.2%, or £2.72 pa) II. this is made up of a revenue budget of £195,047 and capital funds of £28,200. III. To include the application for a third PWL during 2019, subsequent to further design work and quotations. IV. To approve the 5-year plan for capital spending.
<p>14. Planning Issues</p>	<p>1. Outstanding Applications – The Council received an update on Planning Applications which have passed through the Council in the current Civic Year, noting those that have been determined since the last Council Meeting.</p>

	RESOLVED (C18/19/132) to accept the report.
15. 2030 Document	The members were updated by Cllr Clowes on the updated document which aims to raise awareness of predicted issues in the area beyond the end of the Neighbourhood Plan in 2030 with CEC. RESOLVED (C18/19/133) to receive the draft report
16. Traffic & Transport Report	The members received the finalised report, which includes the results of the survey undertaken over the summer. The Council acknowledged the relevance of the report and agreed that it should be submitted to CEC. The Council debated the validity of submitting the two reports – 2030 and Traffic & Transport – separately or as a combined submission with request for an audience from senior members of CEC. Concern was raised that the impact of each report could be compromised in so doing but that it might be difficult to get senior CEC representatives to attend two separate meetings. RESOLVED (C18/19/134) <ol style="list-style-type: none"> I. To approve the composite report submitted. II. To ascertain the audience and interest for each report within CEC and then determine if a joint submission is appropriate.
17. Cheshire East Consultations	The Council noted the following consultations and RESOLVED (C18/19/135) to make the following submissions: <ol style="list-style-type: none"> 1. Waste Collection Reorganisation – No Comment 2. Car parking – No Comment
18. Meeting dates	During the interim period with limited Clerk support, the Council debated the dates of upcoming meetings for the next quarter. RESOLVED (C18/19/136) <ol style="list-style-type: none"> I. To cancel committee meetings during January and February 2019, replacing these by a Council meeting on 17 January 2019 and a further Council meeting on 7 February 2019. Pressing issues from each of the committees will be covered at these meetings. II. To note the Annual Parish meeting is being held on Tuesday 19 March in the Brooklands room. III. Subsequent dates will be agreed at the Council meeting in February 2019.
19. Chairman and Clerks Reports	The Clerk reported <ul style="list-style-type: none"> • To remind members of the Town and Parish Conference on 29 January 2019 at 6pm. • To remind members of the Police and Crime Commissioners meeting on 19 December 2018 at 6.30pm in Crewe police station. • To note the generous donation from Mr R Street who kindly funded the cost of the Christmas tree this year, as well as supplying use of a man-lift to enable the tree lights to be installed. Mr Street has received a letter of thanks. • To note the tremendous achievement by the Royal British legion in raising over £10,000 during the poppy appeal this year. • A meeting with Bloor Homes has been arranged at their request for 21 December 2018 at 9.30. This is being attended by the Clerk and several councillors.

	<ul style="list-style-type: none"> The office will be closed over the Christmas break from Friday 21 December until Thursday 3rd January 2019. The office will re-open on Friday 4 January 2019. <p>The Chairman reported</p> <ul style="list-style-type: none"> There have been some expressions of interest in the Clerk position. The charity SCOPE has requested the housing of a clothing bank within the Parish.
20. Future agenda items	2030 and Traffic & Transport documents
21. Public Speaking	None
Part II	RESOLVED (C18/19/137) to move to Part II That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted
22. Community Centre Issues	The Council were updated on matters relating to the Community Centre
The meeting closed at 8.43p.m.	

These minutes will be submitted for approval at the next meeting of the Council scheduled for 17 January 2019. Until then they are draft minutes.

Signed as Chairman of the Council as a true and accurate record:

.....Date.....

Appendix 1

Schedule of Payments: November 3rd – December 6th 2018 (including VAT)

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
06/11/2018	BT Payment Services	18127	135.52	DD	Phone and Internet Nov 2018
06/11/2018	RBL - HC Branch	18128	50.00	BAB JAC	Donation for wreath 2018
08/11/2018	Public Works Loan Board	18129	4,596.80	DD	PWL #2 2nd payment 2018/9
08/11/2018	SSE	18130	38.00	DD	Church Floodlights Nov18
08/11/2018	SSE	18131	55.00	DD	Office Electricity Nov18
09/11/2018	ICO	18132	35.00	DD	Data Protection Fee 2018/19
09/11/2018	Lloyds Multipay Card	18133	71.61	DD	October 2018
09/11/2018	The Villages Mag	18134	75.00	ARA SR	Newsletter Dec/Jan 2019 edition
21/11/2018	South Cheshire Print	18135	38.40	ARA SR	Conservation Panel proofs
21/11/2018	Shires Pay Services	18136	60.00	ARA SR	Payroll Service 3rd QTR 2018/9
30/11/2018	Staff Salaries	18137	2,425.63	SO	Staff Salaries Nov 2018
06/12/2018	Office Depot	18138	47.52	MEB JAC	Stationery Items
06/12/2018	Water Plus	18139	46.56	MEB JAC	Office water Qtr3 2018/19
06/12/2018	GP Green	18140	6,132.00	MEB JAC	Christmas Lights 2018
06/12/2018	Cheshire Pension	18141	855.66	MEB JAC	Staff Pension Nov 2018
06/12/2018	Congleton Town Council	18142	1,398.39	MEB JAC	lengthsman services
06/12/2018	The Print Room	18143	25.00	MEB JAC	Election 2019 leaflet
06/12/2018	Congleton Chronicle	18144	100.80	MEB JAC	Advert for Parish Clerk
06/12/2018	Marmax Recycled Products	18145	137.71	MEB JAC	Replacement spars for bench

Total Payments 16,324.60

Receipts: November 3rd – December 6th 2018

Date	Cash Received from	Receipt No	Receipt Description	Receipt Total
02/11/2018	CCLA PS Deposit Fund	R1820	Interest October 2018	41.20
03/12/2018	CCLA PS Deposit Fund	R1821	Interest November 2018	38.70

Total Receipts £79.90

Future Payments to be made:

TWM Traffic Control	£420.00	Callout / Repairs to SID Devices
TWM Traffic Control	£176.40	Replacement parts for SID Devices
R Cussons	£937.50	Quarterly rent, 1 Church walk
Alan Bethell	£492.00	Maintenance work at Community Centre

Invoices will be available for members to view in the parish council office. Electronic copies are available on request.