



HOLMES CHAPEL PARISH COUNCIL
MINUTES OF MEETING on Thursday 29th June 2017



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

Part I – Public and Press present

1. Attendance	Cllr B Bath (Chair) Cllr A Armitt Cllr P Cotton Cllr S Hamilton Cllr K O'Regan Cllr R Parry Cllr M Ranger Cllr M Street	Mrs NL Clarke – Clerk Mrs S Mckay - Assistant Mr H Soden – Sandbach Chronicle
2. Apologies	RESOLVED (C17/18/28) to accept apologies from Cllr M Blomeley (another meeting), Cllr J Clowes (holiday), Cllr S Ranger (unwell), Cllr D Savage (unwell) and Ward Cllr L Gilbert (holiday).	
3. Declaration of interests	None	
4. Public Speaking	None	
5. Council Minutes	RESOLVED (C17/18/29) to approve the minutes Part I and II of the Council meeting held on 25 May 2017.	
6. Committee Minutes	RESOLVED (C17/18/30) I. To note the actions and the recommendations of the Office & Infrastructure Committee held on 8 June 2017. (draft minutes circulated) II. To note the actions and the recommendations of the Amenities Committee held on 15 June 2017 (draft minutes circulated) III. To note the actions and the recommendations of the Strategy & Finance Committee held on 22 June 2017 (draft minutes circulated)	
7. Committee Name	RESOLVED (C17/18/31) to change the name of Office & Infrastructure Committee to Village Infrastructure Committee, following the rescission of the previous resolution.	
8. Matters Arising	The Clerk reported the following: <ul style="list-style-type: none"> • Garden and Photography competition: these have been advertised widely. • Sibelco planning application – the application has been withdrawn to allow further work; it is expected there will be a re-submission jointly to Cheshire East and West Councils. • Memorial Garden: Cllr John Clowes is offering expertise on design work for the memorial garden at the Comprehensive School for the victims of the Manchester bombing. This item will be put onto the next Full Council agenda. • Planning application 16/3724C, Victoria Mills: The council were informed of the response from CEC regarding the application, in 	

	that the reserve matters are due to be resolved at the strategic planning meeting on 6 September 2017.
9. Skate Park Sign	<p>The Council discussed the suggestion to rename the Skate park “Cope Park”, in honour of PCSO Cope, who was instrumental in involving the youths in its design.</p> <p>RESOLVED (C17/18/32)</p> <ol style="list-style-type: none"> I. To give permission for the installation of the sign, which will be at no cost to the Parish Council. The sign will be attached to the existing post.
10. Holmes Chapel Community Centre	<p>The Council heard the following reports:</p> <ul style="list-style-type: none"> • Drainage: There have been 2 exploratory visits by a drainage company, who have discovered a blockage at the drain by the Centre entrance. The Clerk has raised a purchase order for remedial work to be made on the drain, which will then allow for Highways England to proceed with the donation of resurfacing the access drive. • Valuation: Following queries made by the auditors over the fixed asset register, it has been decided to appoint the District Valuer to re-value the centre subsequent to the refurbishment works. This value will then reflect the outlay of the 2nd public works loan obtained for the work. • The Clerk requested any additional items for the agenda of the JMLC on 12 July 2017. <p>RESOLVED (C17/18/33) to accept the report and actions.</p>
11. Governance Document	The Council RESOLVED (C17/18/34) to adopt the document, which has been updated to reflect changes in the management plan and Committee structure.
12. Holmes Chapel Policies	<p>The Council RESOLVED (C17/18/35) to adopt the following policies</p> <ol style="list-style-type: none"> i. Complaints policy (no changes) ii. Training Statement of Intent (no changes) iii. Publication Scheme (updated printing costs) iv. Disciplinary Procedure (no changes) v. Equality Policy (no changes) vi. General Statement of Health and Safety Policy (no changes) vii. Grievance procedure (no changes)
13. Ward Members Report	Cllr Les Gilbert was unable to attend on this occasion. He reported that there was no significant news to be submitted.
14. Finance	<p>The Council RESOLVED (C17/18/36) to note</p> <ol style="list-style-type: none"> I. Bank reconciliation – balance at 31 May 2017 is £113,444. II. Accounts for payment – as per the schedule attached in Appendix 1
15. Chairman and Clerks Reports	<p>The Clerk reminded members of</p> <ul style="list-style-type: none"> • ES&R presentation – ES&R are attending Strategy and Finance Committee on 20 July 2017 to give an overview of trading at HCCC for 2016-17. Any Council member is welcome to attend to hear the report. • Vic Club Fair – The Parish Council is sharing a stall at the fete on 16 July 2017 with the Holmes Chapel Partnership • A535 Closure - from 7-9 July the A535 will be closed from the centre of Holmes Chapel to the Chelford roundabout, for the Blue

	<p>Dot Festival. Further information will be circulated.</p> <ul style="list-style-type: none"> • Dementia Friendly Village – a further event is organised for Wednesday 5 July 2017, by the HC Partnership. <p>The Chairman reported on:</p> <ul style="list-style-type: none"> • Quality Status: In order to maintain our Quality Gold status, it is important that Councillors and staff are trained effectively. The Chairman reminded members of the importance of attending training sessions, and informing the office when any relevant training or attendance at outside meetings is undertaken. • Anti-Social behaviour : Cllr O'Regan reported to the Council of an incident recently on the precinct involving threatening behaviour by youths. A statement has been made to the Police. Following discussion by the Council <ul style="list-style-type: none"> ○ It was stressed that any incident of ASB must be reported to the Police by calling 101 or Crime stoppers. ○ It was agreed to send a letter to the Police and Crime Commissioner, stating disappointment at the lack of response to 101 calls, due to low resources. ○ Advice will be sought from our local sergeant as to the possibility of installing posters around the village, reminding residents to dial 101 if they see criminal or AS behaviour. ○ A query will be made to the Police to ascertain how many calls are made to 101, dealing with behaviour of this nature in Holmes Chapel.
16. Future Agenda Items	None
17. Public Speaking	None
The meeting closed at 7.54 p.m.	

These minutes will be submitted for approval at the next meeting scheduled for 17th August 2017. Until then they are draft minutes.

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

.....Date.....

Appendix 1**Schedule of Payments: May 18th – June 21st 2017 (including VAT)**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
23/05/2017	Holmes Chapel Primary	17027	25.00	Donation for Poster Comp.
23/05/2017	Hermitage Primary School	17028	25.00	Donation for Poster Comp.
31/05/2017	Staff Salaries	17029	2,051.02	Salaries May 2017
01/06/2017	Namesco	17030	65.88	Starterhost for 12months
01/06/2017	Friends of HC Railway Stn	17031	200.00	S137 Grant Donation
01/06/2017	HC Partnership	17032	200.00	S137 Grant "Great Get Together
01/06/2017	Rialtas RBS	17033	139.20	Alpha Software Support
01/06/2017	Standard Life	17034	125.00	Pension AVC May2017
01/06/2017	Cheshire Pension Fund	17035	510.36	Pension Contribution May2017
01/06/2017	Holmes Chapel Partnership	17036	100.00	Transfer of Grant CEC
06/06/2017	BT Payment Services	17037	112.87	Phone & Internet May 2017
07/06/2017	Congleton Town Council	17038	233.07	Bench Installation
07/06/2017	Royal British Legion HC	17039	350.00	Remembrance Day Band
07/06/2017	John Robertson	17040	621.60	Memorial Benches (2)
07/06/2017	Flowercraft	17041	10.00	Memorial Bouquet Nell Jones
07/06/2017	Seton UK	17042	10.68	Playground Sign
09/06/2017	Scottish Power	17043	38.11	Electricity for Church Lights
09/06/2017	Scottish Power	17044	53.07	Electricity: Office June 2017
19/06/2017	CHALC	17045	22.50	Good Councillors Guide
19/06/2017	Alan Bethell	17046	180.00	Comm Centre Maintenance
19/06/2017	P Capps Village Mag	17047	75.00	N-Plan Letter Delivery
19/06/2017	P Capps Village Mag	17048	75.00	June 2017 Newsletter
Total Payments			5,223.36	

Receipts: May 18th – June 21st 2017

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
16/06/2017	Big Lottery Fund	R1711	Donation for Defibrillator	1,618.00
02/06/2017	CCLA Public Sector Deposit Fun	R1709	Interest May2017	11.06
30/05/2017	Cheshire East Council	R1708	Donation - Great Get Together	100.00
08/06/2017	P J & A Armit	R1710	Payment for memorial benches	518.00
Total Receipts			2,247.06	