



Holmes Chapel Parish Council

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1 Church Walk, Holmes Chapel, Cheshire, CW4 7AZ

TO ALL MEMBERS OF THE PARISH COUNCIL

You are summoned to attend a meeting of the Parish Council on **Thursday 9 November 2017** at the Academy Suite, Holmes Chapel Community Centre at **7.00 p.m.**

The presentation for the Photography Competition will be made at 7.00pm, prior to the meeting.

AGENDA

- 1. Introduction and welcome to new Parish Clerk, Sue Davies.**
- 2. Apologies** – To approve any apologies for absence.
- 3. Declarations of interest** – To receive any declarations of interest.
- 4. Public Speaking** - The Chairman will adjourn the meeting to allow questions from members of the public to last no longer than 15 minutes. After questions the Chairman will reconvene the Parish Council meeting.
- 5. Council Minutes** - To approve the minutes of the meeting held on 28th September 2017, 5 October 2017 and 12 October 2017 parts I and II (draft minutes circulated)
- 6. Committee Minutes – to note the minutes of the committees which have met since the previous meeting and to approve any resolutions arising**
 - Village Infrastructure Committee held on 5 October 2017 (draft minutes circulated)
 - Amenities Committee held on 12 October 2017 (draft minutes circulated)
 - Strategy & Finance Committee held on 19 October 2017 (draft minutes circulated)
- 7. Matters arising** – To receive a verbal report of matters arising from the above minutes
None
- 8. Planning applications** –
 - **17/5488C Land to rear of 92 Macclesfield Road**, Approval of reserved matters of appearance, landscaping, layout and scale of app 15/2992C
 - **APP/R0660/W/17/3180978** To note the appeal for Dane Bank Bungalow has been withdrawn. (application 16/5202C)
 - To note the refusal of application 17/2673C, Crossmere Farm, Brereton Rural ward, which this council objected to.
- 9. CCTV** – To note the offer of a further 3 year contract for CCTV in the village and to RESOLVE to commit to the budgetary figure of £5,669.80 per annum. See appendix 1

10. Jill Cope memorial bench at HCCC Skatepark – to receive a verbal report on the request from the HC partnership to site a bench at the skatepark.

11. ChALC – To note the appointment of Cllr S Ranger to the ChALC board.

12. Ward Members report - to **resolve** to suspend standing orders to receive a report from any Ward Members present.

13. Supported Bus Review – to note the outcome of the consultation is on the agenda for Cheshire East cabinet decision on 7th November 2017.

14. Finance:

14.1 Bank reconciliation – to note the reconciliation and balance at 31 October 2017 is £136,741.

14.2 Accounts for payment – To approve the following payments as detailed in the schedule attached at Appendix 2

14.3 Asset Register – To approve the updated asset register, noting changes for the first half of 2017/18. See separate attachment

14.4 Bank mandates – To approve the addition of the Clerk, Sue Davies, to the list of authorised users.

15. Remembrance Service: to note the arrangements for the church service on 12th November 2017 – see Appendix 3

16. Chairman and Clerk's reports – To receive reports:

- Photography display
- Hermitage bridge

17. Future Agenda items.

18. Public Speaking.

Sue Davies
Clerk of the Council
2 November 2017



SUE MCKAY,
TOWN CLERK
HOLMES CHAPEL PARISH COUNCIL,
1 CHURCH WALK,
HOLMES CHAPEL
CHESHIRE
CW4 7AZ

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09th October 2017

Dear Sue

Contribution towards CCTV Cameras

I am writing to you as an existing valued partner in our CCTV service to ask you to consider your position for the future.

We have demonstrated that by working in close partnership and having the CCTV cameras in Holmes Chapel being actively monitored has made a real difference to how safe our communities and businesses feel. Our proactive CCTV operators have been able to provide Police and other enforcement agencies with vital evidence in numerous cases over the last year to ensure our areas are as safe as they can be and we continue to offer support and reassurance during community events and operations. Throughout 2016/17 we have dealt with on average 1300 incidents per month. We are also currently undergoing an upgrade of the CCTV Control Room to ensure we have the latest technology and software to continue our high level of monitoring and further increase the standards of the service.

Going forward, we are keen to develop our partnership working arrangements with you, to benefit all parties, and inform medium term financial planning. Having discussed this with many town and parish councils recently, we have designed the option of a three year agreement which would be linked to the Retail Price Index (RPI) in the September prior to signing (currently 2.7%). This would then be set for the next three years. The obvious benefits to both parties would include both having a degree of certainty in the intermediate future and making the process of managing and building budgets easier. By signing up to a three year agreement, your contribution to CCTV would be £5,699.85 per annum, from April 2018 to March 2021.

I know that your conversations and budget setting process is well underway and we are keen to continue our arrangements with you in keeping our beautiful towns and villages safe. Therefore, I would be grateful if you could contact our CCTV Manager, Stuart Hobson, either by phone (01625 383696) or email Stuart.Hobson@cheshireeast.gov.uk with any questions that you may have.

Yours sincerely

A handwritten signature in black ink, appearing to read "Fiona Reynolds".

Fiona Reynolds
Director of Public Health
cc. Stuart Hobson, CCTV Manager

Appendix 2

Schedule of Payments: September 6th – November 2nd 2017 (including VAT)

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
06/09/2017	BT Payment Services	17098	106.56		Phone and Internet Aug 2017
11/09/2017	Scottish Power	17099	53.07		Electricity - office Sept2017
11/09/2017	Scottish Power	17100	38.11		Electricity Church Floodlights
20/09/2017	S Mckay	17101	38.23		Expenses 2nd Qtr
20/09/2017	HM Revenues & Customs	17102	980.22		Tax & NI 2nd Qtr 2017/18
20/09/2017	Cheshire pension Fund	17103	418.33		Pension September 2017
20/09/2017	Standard Life	17104	125.00		Pension AVC September 2017
20/09/2017	M J Street	17105	95.57		Expenses
20/09/2017	Weaver Business Machines	17106	58.38		Photocopier 2nd Quarter 2017
20/09/2017	J S Trophies	17107	33.80		Trophies - village competition
27/09/2017	CHALC	17108	35.00		Member training session
27/09/2017	S McKay	17109	24.94		Purchase of skateboard
27/09/2017	Villages mag	17110	75.00		Villages mag News Oct/Nov2017
29/09/2017	R S Cussons	17111	937.50		Rent 1 Church Walk
29/09/2017	Staff salary	17112	790.44		Salary September 2017
30/09/2017	Unity Trust bank	17113	18.00		Service Charge 2nd Qtr 2017/18
04/10/2017	Came & Co Insurance.	17114	7,780.00		Insurance for 2017/18
04/10/2017	Williams Design & Print	17115	114.00		Defibrillator signs
04/10/2017	South Cheshire Print	17116	48.00		banner for Village Volunteers
04/10/2017	CBJ Digital	17117	420.00		Website maintenance
09/10/2017	BT Payment Services	17118	106.56		Phone & Internet Sept2017
09/10/2017	Scottish Power	17119	53.07		Electricity - Office Oct2017
09/10/2017	Scottish Power	17120	38.11		Electric Church Lights Oct17
11/10/2017	Congleton Town Council	17121	466.13		Lengthsman services Sept17
11/10/2017	BDO LLP Audit	17122	996.00		Audit Fees for 2016/17
11/10/2017	NWFE	17123	24.00		Service of fire extinguishers
11/10/2017	Mr D Monks	17124	110.00		Plants - Village Volunteers
18/10/2017	Sonitech	17125	96.00		Service of office Alarm
18/10/2017	Scottish Power	17126	188.87		Parish Streetlighting
24/10/2017	Public Works Loan Board	17127	28,182.60		PWLoan 2nd Installment 2017
26/10/2017	CHALC	17128	35.00		Councillor training
26/10/2017	CHALC	17129	75.00		Staff Training
26/10/2017	Cheshire Pension	17130	386.00		Pension Contribution October17
31/10/2017	Staff salary	17131	1292.44		Salary October2017
Total Payments			44,239.93		

Receipts: September 6th – November 2nd 2017

Date	Cash Received from	Receipt No	Receipt Description	Receipt Total
27/09/2017	HM Revenue & Customs	R1723	VAT refund 2 nd Qtr 2017/18	3156.70
04/10/2017	Interest –Unity Deposit Acct	R1724	Interest 2 nd Qtr 2017/18	3.47
03/10/2017	Interest – CCLA Deposit Fund	R1725	Interest September 2017	7.97
Total Receipts			3168.14	

Appendix 3

Remembrance Parade

The parade will form up on the Health Centre car park at 9.15 a.m. to march off at approximately 9.30 a.m. At the church the wreath bearers will go straight into church to take up their seats. At the Memorial they will form up in the order they will be given by one of the stewards that will be on duty.

After the service the Parade will then form up between the bank and the Church. The Parade will march back to the Health Centre car park. The Parade will give eye's left as it passes the Memorial.

After a thank you from the Branch Chairman, the Parade Marshall will dismiss the parade.