



**THE HOLMES CHAPEL PARISH COUNCIL**  
**Minutes of Meeting on 6 October 2016**



**At the Academy Suite, Holmes Chapel Community Centre, Holmes Chapel, CW4 8AA**

**Part I – Public and Press present**

<b>1. Attendance</b>	Cllr A Armitt Cllr M Blomeley Cllr J Clowes Cllr P Cotton Cllr R Parry Cllr M Ranger Cllr S Ranger Cllr D Savage Cllr MJ Street	Mrs NL Clarke – Clerk Mrs S Mckay - Assistant Mr L Gilbert – Ward Councillor
<b>2. Presentation of prizes for village Competition</b>	Cllr Street, with Cllr Cotton, presented the prizes for the 2016 Village Competitions:  Front garden First prize – Mr. A Cruikshank Best Dane Housing front garden – Mr. Spilsbury – did not attend Adult photography winner – Mr. M Harrison 12-17 photography winner – Miss E Green	
<b>3. Apologies</b>	<b>RESOLVED (c16/17/40)</b> to accept apologies from Cllr Bath (holiday) and Cllr Grice (work).	
<b>4. Resignation</b>	The Council noted the resignation of Paul Medford, due to an increased work load. The Clerk has informed Cheshire East Council. The vacancy will now be advertised.	
<b>5. Declaration of interests</b>	Cllr Street declared a personal interest in item 7 as a relative of applicant on 16/4721C and as a former employee of the applicant on 16/4724W; the Sibelco application. Cllrs Parry, Armitt and Cotton declared a personal interest in item 7 as a friend of applicant on 16/4721C. Cllrs Armitt, S Ranger, and M Ranger declared an interest in item 12, as trustees of the Friends of HCCC Charity	
<b>6. Public Speaking</b>	None	
<b>7. Council Minutes</b>	<b>RESOLVED (c16/17/41)</b> to approve the minutes of the Council meetings held on 11 August 2016	
<b>8. Committee Minutes</b>	<b>RESOLVED (c16/17/42)</b> <ul style="list-style-type: none"> <li>• To note the minutes and approve the actions and recommendations of the Strategy Committee held on 8 September 2016 (draft minutes circulated)</li> <li>• To note the minutes and approve the actions and recommendation of the Amenities Committee held on 15 September 2016 (draft minutes circulated)</li> <li>• To note the minutes and approve the actions and recommendations of the Technical Services Committee held on 22 September 2016 (draft</li> </ul>	

	minutes circulated)						
<b>9. Matters arising</b>	<p>The Clerk reported on the following:</p> <ul style="list-style-type: none"> <li>• NALC Star Councils project of the year – notification that this did not progress to the short list. Cllr Bath has been shortlisted for the Councillor of the Year and will attend the presentation evening on 19 October 2016.</li> <li>• Cheshire Community Pride Competition Awards evening – Thursday 13 October. Cllr Savage and Cllr Street to attend, as the Parish Council entered the ‘Best Community Initiative Project’</li> <li>• Neighbourhood Plan – this has now moved to Regulation 17. An examiner, Jill Kingaby, has been confirmed as the examiner.</li> <li>• Skate Park – planning permission is being sought from Cheshire East Council following the award of the tender. A meeting with the supplier has been arranged for Tuesday 11 October 2016.</li> </ul>						
<b>10. Planning Applications</b>	<p>The Council considered the planning applications detailed below and <b>RESOLVED (c16/17/43)</b> to comment as follows:</p> <table border="1"> <tr> <td><b>16/4721C.</b> 24 – 26 London Road, CW4 7AL</td> <td> <p>Change of use from former Natwest bank (A2) to drinking establishment (A4) “The Bottle Bank” and new illuminated sign</p> <p><b>NO OBJECTION with COMMENTS</b> (see Appendix 1)</p> </td> </tr> <tr> <td><b>16/4724W Sibelco,</b> Cranage and Allostock</td> <td> <p>Sand extraction at Rudheath Lodge, Cranage</p> <p><b>NO OBJECTION</b> but concerns about the volume of lorry movements using Holmes Chapel to access the motorway. The council would like to see some mitigation for the village. In addition it would like to see some of the land available to the public on completion of the works including footpaths and rights of way. The Council would also like a User Group established, between Sibelco and affected Parish Councils, for the duration of the extraction works.</p> </td> </tr> <tr> <td><b>16/4667C</b> Land at Manor Lane</td> <td> <p>Application to vary condition 18 (deliveries) of Planning application 15/5844C.</p> <p><b>NO OBJECTION</b></p> </td> </tr> </table>	<b>16/4721C.</b> 24 – 26 London Road, CW4 7AL	<p>Change of use from former Natwest bank (A2) to drinking establishment (A4) “The Bottle Bank” and new illuminated sign</p> <p><b>NO OBJECTION with COMMENTS</b> (see Appendix 1)</p>	<b>16/4724W Sibelco,</b> Cranage and Allostock	<p>Sand extraction at Rudheath Lodge, Cranage</p> <p><b>NO OBJECTION</b> but concerns about the volume of lorry movements using Holmes Chapel to access the motorway. The council would like to see some mitigation for the village. In addition it would like to see some of the land available to the public on completion of the works including footpaths and rights of way. The Council would also like a User Group established, between Sibelco and affected Parish Councils, for the duration of the extraction works.</p>	<b>16/4667C</b> Land at Manor Lane	<p>Application to vary condition 18 (deliveries) of Planning application 15/5844C.</p> <p><b>NO OBJECTION</b></p>
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<b>11. Cheshire Tour of Britain</b>	<p>The Council, after considering the reports for the Tour of Britain cycle race, agreed that the event was a huge success, bringing local businesses and the community together, whilst raising the profile of Holmes Chapel.</p>						
<b>12. Friends of Holmes Chapel Community Centre</b>	<p>The Council noted the constitution of the “Friends of Holmes Chapel Community Centre”, a Charitable Incorporated Organisation, and heard of the future plans the group has, which include raising funds for new projects in the future, the first</p>						

	<p>of these being a swimming pool feasibility exercise.</p> <p>The Council <b>RESOLVED (c16/17/44)</b> not to appoint a trustee to the Charity on behalf of the Parish Council, at this time. This will be considered again in the future. Cllr P Cotton ABSTAINED from the vote.</p>
<b>13. Holmes Chapel Community Centre</b>	<p>The Council reviewed the report on progress with the refurbishment at the Community Centre and <b>RESOLVED (c16/17/45)</b> to accept the report. The Council noted the official opening of the Community Centre is set for the weekend of 12<sup>th</sup> November 2016.</p>
<b>14. The 2017/18 Local Government Finance Settlement</b>	<p>The Council were informed of the consultation paper, suggesting referendum principles will be rolled out to all Town and Parish Councils, and <b>RESOLVED (c16/17/46)</b> to respond as follows:</p> <ol style="list-style-type: none"> <li>I. That the application of such measures is wholly inappropriate for Town and Parish Councils</li> <li>II. To object strongly to any future capping for Town and Parish Councils.</li> </ol>
<b>15. Community Resilience</b>	<p>The Council noted the draft version of the Resilience plan and <b>RESOLVED (c16/17/47)</b> to approve the draft document, which can then be forwarded to Cheshire East Council for approval.</p> <p>A comment was made that the plan should be tested prior to final distribution.</p>
<b>16. Planning Protocol</b>	<p>The Council noted the protocol document for Planning, and <b>RESOLVED (c16/17/48)</b> to approve the document, with a minor amendment.</p>
<b>17. Village Vandalism</b>	<p>The Council debated the recent spate of vandalism in the Village, focussed especially at the Dane Meadow and the Macclesfield Road play area. There is a joint meeting with School staff, Police, culprits, parents and Parish Councillors, on 13<sup>th</sup> October 2016 to seek to resolve the issue. Cllr Savage will attend with the clerk, to express the views of the Council.</p>
<b>18. Ward Members report</b>	<p><b>RESOLVED (c16/17/49)</b> to suspend standing orders to receive a report from Cllr Gilbert. He reported:</p> <ul style="list-style-type: none"> <li>• 20mph in the vicinity of local schools to be brought into force.</li> <li>• The planning application 15/1248C (2 new dwellings at 96 Macclesfield Road) has been allowed at appeal.</li> <li>• The Local Plan is progressing but no end date is known yet.</li> <li>• Budget settings at CEC are currently ongoing.</li> </ul>
<b>19. Audit</b>	<p>The Council <b>RESOLVED (c16/17/50)</b> to approve the Annual Return from the external auditor (BDO) and note the clean audit. The Council were informed of the increase in Audit Fees, due to the higher operating income of the Council.</p>
<b>20. Finance</b>	<p><b>RESOLVED (c16/17/51)</b> to approve</p> <ol style="list-style-type: none"> <li>I. <b>Bank reconciliation</b> – balance at 30 September 2016 is £214,046</li> <li>II. <b>Accounts for payment</b> – as per the schedule attached. Appendix 2.</li> </ol>
<b>21. Chairman and Clerk's report</b>	<p>The clerk reported the following:</p> <ul style="list-style-type: none"> <li>• Gave a note of thanks to Cllr M Street for repairing the notice board outside the library.</li> <li>• To note that the Strategy and Community Partnerships Committee meeting is being moved to 27 October 2016 (with Finance Committee) as the proposed meeting on 13 October 2016 will not be quorate.</li> <li>• To note that the PCC David Keane is holding a drop in session in Knutsford from 10-2pm on Friday 7 October 2016.</li> </ul>

	<ul style="list-style-type: none"> <li>• A HCCS student has commenced working in the office on a Wednesday afternoon, for work experience.</li> <li>• The Council are to sponsor the front page of the Christmas issue of the Villages Mag, which will be devoted to the Christmas Market.</li> <li>• A reminder that the Remembrance service will take place on 13 November 2016.</li> <li>• A reminder that there is a Highways meeting for local Towns and Parish's scheduled for 24<sup>th</sup> October 2016, and is being held in the Holmes Chapel Community Centre.</li> <li>• To note the intention of the Chairman to lead a Chairmanship review and training session for councillors, at the outset of the next full council meeting 10 November 2016.</li> <li>• Highways England have offered to fund two additional SIDs for Holmes Chapel. These are to be situated on the A50 for the duration of the SMART motorway conversion, and can afterwards be added to the Parish Council rotation scheme.</li> </ul> <p>Cllr Street gave feedback from a recent ChALC meeting, where a ChALC representative had advised that Holmes Chapel should not pay the PCSO fee, on the basis that none of the surrounding Ward area are contributing.</p>
<b>22. Future Agenda Items</b>	1. S Ranger – Purchase of a hut or similar to be donated for vandalism.
<b>23. Public Speaking</b>	None
	<b>The meeting closed at 8.45 p.m.</b>

These minutes will be submitted for approval at the next meeting scheduled for 10th November 2016. Until then they are draft minutes.

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

.....Date.....

## **Appendix 1**

### ***Planning Application 16/4721C***

#### ***24-26 London Road Holmes Chapel***

*The Parish Council support this application but are very conscious that the building is a key feature of the conservation area.*

This building is within the Conservation Area of Holmes Chapel but was poorly converted into a bank in the 1970s. Although a building of old Cheshire Brick which can still be seen in the upper story the lower windows, door and brick facings were changed at the time to create a particularly jarring result. The contrast with the buildings to either side which have not been significantly altered is quite stark.

The aim of any changes should be to try and restore the appearance to resemble the adjacent buildings.

The present appearance is completely utilitarian and a botched job at that - the windows are completely out of proportion and there has been no attempt to match the brickwork when previous alterations were done and even when the ATM was removed and the opening filled in. The upper floor retains the original windows and brickwork, as do many of the other shops nearby, but these other premises have also retained the original Victorian or Edwardian shop frontages and therefore some sense of cohesion between the ground and upper floors. The whole row of shops, including the Co-op, Farrells Dry Cleaners, former Log Fire store and hairdressers, then Gascoigne Halman, Sainsbury's and Costas conform to this principle, which is one reason why the old bank is such an eyesore. The restoration of a traditional shop frontage, including a better doorway, on the ground floor would greatly improve the building and its contribution to the streetscape. There are many good examples within a few metres.

Signage is an important factor in the appearance and we would oppose the use of a back-lit illuminated sign within the Conservation Area. The suggested sign design looked acceptable provided it was not illuminated, other than from above with separate lamps in-keeping with the heritage centre, and provided it is consistent with the CEC guidance for a Conservation Area. A more detailed design of the sign should be submitted before final approval.

The Parish Council would not be opposed to seating outside including at the front of the building where there is a wide pavement but again consideration would need to be given to its location within the Conservation Area and any signage, table or barriers consistent with the objective of retaining the character of an old village centre.

**Appendix 2****Schedule of Payments: August 6<sup>th</sup> – September 30<sup>th</sup> 2016**

Number	Payee	Description	Amount £
16078	Cheshire East Council	Hire of Library Room	30.00
16079	South Cheshire Print	Design & Print N-Plan	284.17
16080	Office Depot	Ink for N-Plan printing	31.07
16081	Standard Life	Pension AVC August 2016	125
16082	Cheshire Pension Fund	Pension August 2016	480.88
16083	Cheshire East Council	Contribution to CCTV	6660.00
16084	Came and Co. Insurance	Cover for Phase 4 works	4492.75
16085	CHALC	Training Session	30
16086	Burns Garage	Bike painting for T.O.B.	72
16087	Salaries	Salaries August 2016	2003.75
16088	BT Payment Services	Phone & Internet August 2016	114.54
16089	BDO LLP Audit	Audit Fees 2015-2016	2436.00
16090	Morreys HC	Tour of Britain Bikes padlocks	14.04
16091	RG & ME Street & Son	MOT for HCCC car park	108.20
16092	United Utility	Water @ office May-Aug 2016	46.39
16093	CHALC	Admin of Gold Level	150.00
16094	S McKay	Expenses August 2016	21.73
16095	Nicola Clarke	Bunting for T.O.B.	14.29
16096	HC & District CFR	Donation to First Responders	25.00
16097	HM Revenues & Customs	Tax & NI 2nd Quarter 16/17	1312.42
16098	Mr M Street	Expenses for Village Comp	130.40
16099	Nicola Clarke	Expenses Sept. 2016	7.09
16100	S McKay	Expenses Sept 2016	18.95
16101	P Capps Village Mag	September Issue	75.00
16102	G R Bayley	Repair of Streetlight	137.30
16103	Weaver Business Machines	Installing new computer	24.00
16104	CHALC	Training Sessions	60.00
16105	P Capps Village Mag	Neighbourhood Plan	150.00
16106	South Cheshire Print	Design of hydro sign	60.00
16107	South Cheshire Print	N Plan Printing/Publicity	1492.54
16108	Standard Life	Pension AVC Sept 2016	125.00
16109	Maple Leaf Designs	Supply of Goal Posts & nets	1270.32
16110	D Savage	Dane Meadow Expenses	10.76
16111	CPFA	Pension Sept 2016	480.88
16112	Salaries	Salaries Sept 2016	2003.95
16113	R Cussons	Rent 1 Church Walk 2nd Q 16/17	937.50
16114	Unity Trust Bank	Service Charges	18.00

**Receipts: August 6<sup>th</sup> – September 30<sup>th</sup> 2016**

Number	Payee	Description	Amount £
R1609	Mrs H Williams	Donation for memorial bench	350.00
R1610	Cheshire East Council	Precept – 2 <sup>nd</sup> Installment	93244.50
R1611	Engie gas	Refund to close account	15.81
R1612	Unity Trust Bank	Interest Received	37.60