



HOLMES CHAPEL PARISH COUNCIL

MINUTES OF MEETING on Thursday 17th August 2017



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

Part I – Public and Press present

1. Attendance	<p>Cllr B Bath (Chair) Cllr A Armitt Cllr M Blomeley Cllr J Clowes Cllr P Cotton Cllr R Parry Cllr M Street</p>	<p>Mrs NL Clarke – Clerk Cllr L Gilbert – ward member Cllr C Lowe – Sandbach Town Councillor Mr R Welch – CEC Mr S Davies – CEC 1 member of public – P Broadbent</p>
2. Apologies	RESOLVED (C17/18/37) to accept apologies from Cllrs Rangers, Savage and O'Regan (holidays) and Cllr S Hamilton, work.	
3. Declaration of interests	Cllr Street in item 10 as a retired employee of Sibelco.	
4. CEC Highways Presentation	CEC Highways gave a presentation to the Council on Local Highways issues and answered questions from members. A report is attached at Appendix 1.	
5. Public Speaking	Mr Broadbent raised queries on highway issues: lack of response to repairing pot holes and the poor management of CEC Highways in relation to fixing faults. Mr Welch and Mr Davies responded and arranged to speak to Mr Broadbent outside the meeting.	
6. Council Minutes	RESOLVED (C17/18/38) to approve the minutes of the Council meeting held on 29 June 2017.	
7. Committee Minutes	RESOLVED (C17/18/39) <ol style="list-style-type: none"> I. To note the actions and the recommendations of the Village Infrastructure Committee held on 6 July 2017. (draft minutes circulated) II. To note the actions and the recommendations of the Amenities Committee held on 13 July 2017 (draft minutes circulated) III. To note the actions and the recommendations of the Strategy & Finance Committee held on 20 July and 10 August 2017 (draft minutes circulated) 	
8. Matters Arising	<p>The Clerk reported the following:</p> <ul style="list-style-type: none"> • Skate board sign: no further news on the sign; • Bus Review: the council submitted its comments and awaiting the Cheshire East Council report in the Autumn; • Police: the new PCSO is currently training and will start in September 2017 in the ward. A meeting to meet her and the new Community Sergeant has been scheduled for 26 September 2017. 	
9. Arclid HWRC	RESOLVED (C17/18/40) to suspend standing orders to receive a report from Cllr C Lowe, Sandbach Town Council. She reported on attempts by Sandbach TC to stop the closure of the HWRC by CEC until further exploratory work has been undertaken. Their council discussed opportunities to reverse the decision and are requesting assistance from Holmes Chapel Parish Council.	

	Following a discussion and questions to Cllr Lowe the council RESOLVED (C17/18/41) that Cllr Blomeley attends a meeting with Sandbach Town Council to discuss the matter further.
10. Planning Application	<p>Planning Application – 17/3605W Land at Rudheath Lodge, New Platt Lane, CW4 8HJ – Silica Sand extraction and associated development, mineral extraction by dredging, progressive restoration, mineral processing and despatch.</p> <p>RESOLVED (C17/18/42) to comment as follows: NO OBJECTION provided:</p> <ul style="list-style-type: none"> • Air Quality surveys are undertaken to provide a baseline and that such surveys are conducted regularly throughout the life of the extraction process; • Traffic movements to be monitored and reported to the Liaison Group throughout the process; • Some of the land to be available to the public on completion of the works including footpaths and rights of way; • Contribution to village infrastructure to mitigate disruption <p>Vote: 5 in favour, one against, Cllr Cotton objected due to traffic concerns. Cllr Street did not vote.</p>
	Cllr Armitt left the meeting at 8.20 p.m.
11. Assessment of new developments with regard to Open Spaces and Footpaths	RESOLVED (C17/17/43) to approve the report and that the recommendation at section 6 to be pursued by the Clerk with CEC.
12. Holmes Chapel Policies	The Council RESOLVED (C17/18/44) to adopt the following policies <ul style="list-style-type: none"> i. Grants and Donations ii. Risk Management iii. Safeguarding policy iv. Neighbourhood Plan update policy
13. Holmes Chapel Community Centre	The Council noted work at the site: <ul style="list-style-type: none"> • Boundary fencing – completion required by Willis Bros; • Hot water system – has been installed servicing the changing rooms and steam room area; • Outdoor changing room boiler – repairs completed by HMM Mechanical Services; • Drain work and resurfacing – due to be completed w/c 21 August 2017 on the driveway; • Valuation – A report is due to assess the insurance premium
14. Ward Members Report	RESOLVED (C17/18/45) to suspend Standing Orders and receive a report from Cllr Les Gilbert: <ul style="list-style-type: none"> • The suspension of the Chief Officer is ongoing whilst the case is investigated; • Historic Air Quality monitoring may struggle to be resolved.
15. Finance	The Council RESOLVED (C17/18/46) to approve the following: <ul style="list-style-type: none"> I. Bank reconciliation – balance at 31 July 2017 is £96,204; II. Accounts for payment – as per the schedule attached in Appendix 2; III. Hot water boiler – to approve the use of emergency powers by the

	<p>Clerk to approve the purchase of new hot water boiler for the Community Centre;</p> <p>IV. Donation to Dane Sound Radio – to approve a recommendation from Strategy & Finance to donate £200 to the group;</p> <p>V. Council insurance – to note the quotation from Came & Co for renewal of the insurance. The final quotation is likely to be reduced once the valuation has been forwarded to the broker;</p> <p>VI. Donation to St. Luke’s Hospice – a donation of £300 in recognition of the care provided for PCSO Jill Cope.</p>
16. Community Resilience Event	The Clerk informed members of the event on Thursday 14 September 2017 and the importance for all councillors to attend.
17. Chairman and Clerks Reports	<p>The Clerk reported on the funeral of PCSO Jill Cope and the proposals for a memorial service.</p> <p>The Chairman reported that:</p> <ul style="list-style-type: none"> • ES&R Awards evening: He will be attending the event as Chairman of the council. • Information on the ChALC Local Councils Excellence Awards 2017 has been received and will be discussed at the relevant committee meeting.
18. Future Agenda Items	Review Safeguarding policy at Strategy & Finance committee.
19. Public Speaking	None
Part II	<p>RESOLVED (C17/18/47) to move to part II</p> <p>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.</p>
20. Staffing	The Chairman reported on the resignation of the clerk and the recruitment process for a replacement.
The meeting closed at 9.35 p.m.	

These minutes will be submitted for approval at the next meeting scheduled for 28 September 2017. Until then they are draft minutes.

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

.....Date.....

Appendix 1

Highways meeting

1. Design and Road Safety
 - Chester Road / London Road / Station Road – further exploratory work to be done
 - Chester Road / Middlewich Road junction – junction priority to be assessed and information brought back
2. Condition of road surfaces, especially by mini-roundabouts
 - Discussed surfacing but would require road closures
3. Pedestrian crossings
 - Middlewich Road – waiting for the school to confirm the design. Likely to be programmed for the autumn 2017
 - Chester Road – this needs to be put forward via the Minor Highways programme to be assessed
4. Zebra crossing – London Road
 - this has been identified as a high priority to upgrade to a Puffin crossing
5. Hermitage Bridge repairs – work is currently taking place
6. Street lighting
 - Bus shelter on London Road – waiting for CEC to complete repairs
 - Heritage lamp opposite Church – all the heritage lamps need upgrading to LED and a review to take place of effectiveness
 - Lamp post on Macclesfield Road – PC unhappy with site of replacement post
7. Maintenance and Operations
 - Redundant sign removal – agree that the delay in work is unacceptable. Currently waiting on National Grid to reply to queries on what is buried along the footpaths
 - State of pavements – Mr Davies explained the programme of weed spraying and admitted that some areas need further work. Resurfacing is unlikely.
8. Sandiford Road
 - Traffic survey to take place

Appendix 2**Schedule of Payments: June 22nd – August 11th 2017 (including VAT)**

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
22/06/2017	Weaver Business Machines	17049	268.59	Copier use 1st quarter
22/06/2017	Mrs N Clarke	17050	27.71	Expenses June 2017
22/06/2017	Mrs S McKay	17051	22.34	Expenses Apr-Jun 2017
22/06/2017	Cheshire Pension Fund	17052	510.36	Pension Contribution June 2017
22/06/2017	Standard Life	17053	125.00	Pension AVC June2017
22/06/2017	HM Revenues & Customs	17054	1,468.76	Tax & NI Qtr 1
28/06/2017	Defib Store Ltd	17055	1,792.80	Defibrillator & Case
28/06/2017	W Mandeville Ltd	17056	42.30	Cake for Community Service
28/06/2017	Cheshire SLCC	17057	50.00	2 attending Branch Conference
28/06/2017	S McKay	17058	42.55	Stationery for office
28/06/2017	Office Depot	17059	68.21	Stationery for office
30/06/2017	R Cussons	17060	937.50	Rent 1 Church Walk 1st Qtr
30/06/2017	Staff salaries	17061	2,050.82	Staff salaries June 2017
30/06/2017	Unity Trust Bank	17062	18.00	Quarterly Service Charge
07/07/2017	BT Payment Services	17063	106.93	Phone & Internet June 2017
10/07/2017	Scottish Power	17064	53.07	Office Electricity July2017
10/07/2017	Scottish Power	17065	38.11	Electricity Church Floodlights
19/07/2017	HMM Mechanical Services	17066	7,871.66	New Boiler HCCC
19/07/2017	CHALC	17067	70.00	Cllr & staff training
19/07/2017	Cheshire Pension	17068	706.17	Pension July 2017
19/07/2017	Standard Life	17069	125.00	Pension AVC July 2017
19/07/2017	Scottish Power	17070	186.86	Parish Streetlighting 1st Qtr
19/07/2017	South Cheshire Print	17071	79.20	Display Boards Village Fair
31/07/2017	Staff Salaries	17072	2,009.87	Staff salaries July 2017
07/08/2017	BT Payment Services	17073	106.74	Phone & Internet July 2017
09/08/2017	Scottish Power	17074	53.07	Office Electricity August 2017
09/08/2017	Scottish Power	17075	38.11	Electricity Church Floodlights
10/08/2017	GP Green	17076	1,568.63	LED Christmas Lights Church
10/08/2017	P Capps Village Mag	17077	75.00	August Edition News
10/08/2017	L W Weeks	17078	250.00	Installation of Defib Chester Rd
Total Payments			20,763.36	

Receipts: June 22nd – August 11th 2017

Date	Cash Received from	Receipt No	Receipt Description	Receipt Total
28/06/2017	HC Partnership	R1712	Contribution for defibrillator	442.02
30/06/2017	Unity Trust Bank	R1713	Interest from 1 st Quarter	4.67
04/07/2017	Public Sector Deposit Fund	R1714	Interest June 2017	9.04
27/07/2017	HM Revenues & Customs	R1715	Vat Refund 1st Qtr 2017/18	10,075.78
02/08/2017	CCLA Deposit Fund	R1716	Interest July 2017	8.86
Total Receipts			20,535.70	