



## HOLMES CHAPEL PARISH COUNCIL MINUTES OF MEETING on Thursday 19 April 2018



at the Academy Suite, Holmes Chapel Community Centre, CW4 8AA

### Part I – Public and Press present

<b>1. Attendance</b>	Cllr B Bath Cllr A Armit Cllr M Blomeley Cllr P Cotton Cllr J Clowes Cllr S Hamilton Cllr M Ranger Cllr S Ranger Cllr M Street	Mrs S Davies – Clerk to the Council Mrs S McKay – assistant
<b>2. Apologies</b>	<b>RESOLVED (C17/18/103)</b> to accept apologies from Cllr K O'Regan (unwell), Cllr R Parry (recovering from surgery), and Cllr D Savage (recovering from surgery)	
<b>3. Declaration of interests</b>	Cllr M Blomeley declared an interest in item 20, as a payment recipient. Cllr B Bath declared an interest in item 20, as a payment recipient. Cllr J Clowes declared an interest in item 20, as a payment recipient for the village volunteers.	
<b>4. Public Speaking</b>	None	
<b>5. Council Minutes</b>	<b>RESOLVED (C17/18/104)</b> to approve the minutes of the Council meeting held on 22 February 2018 Parts I and II.	
<b>6. Committee Minutes</b>	<b>RESOLVED (C17/18/105)</b> to note the minutes, actions and recommendations of <ol style="list-style-type: none"> <li>I. Village and Infrastructure Committee held on the 1<sup>st</sup> March 2018</li> <li>II. Amenities Committee held on the 8<sup>th</sup> March 2018</li> <li>III. Strategy and Finance Committee held on the 15<sup>th</sup> March 2018</li> <li>IV. Strategy and Finance Committee held on the 12<sup>th</sup> April 2018</li> <li>V. The Annual Parish meeting held on the 20<sup>th</sup> March 2018.</li> </ol>	
<b>7. Matters Arising</b>	<ol style="list-style-type: none"> <li>1. <b>Corporate Multipay Card</b> – To note an application has been made and receipt of the card is imminent.</li> <li>2. <b>HCCC Valuation</b> – To note that this has now been paid with the Parish Council and ESAR contributing half each.</li> <li>3. <b>Electricity Supply</b> – To note that the supplier of the electricity is now SSE.</li> </ol>	
<b>8. Planning Issues</b>	<ol style="list-style-type: none"> <li>1. The Council noted the updated planning document, subject to correction of item 13/3605W – “where it was agreed”</li> <li>2. <b>National Planning Policy Framework Consultation</b> – The council considered the recommendations from Strategy and Finance Committee regarding the submissions to the consultation.  <b>RESOLVED (C17/18/106)</b> <ol style="list-style-type: none"> <li>I. To accept the report</li> <li>II. To submit the proposed responses from Strategy &amp; Finance committee.</li> </ol> </li> </ol>	
<b>9. Traffic and Transport Issues</b>	The Council noted the report on Holmes Chapel issues by the Traffic and Transport Working Group, and that it has been designed as a consultative document. It was noted that co-ordination with the “Beyond 2030” consultation be considered.	

	<p><b>RESOLVED (C17/18/107)</b></p> <ol style="list-style-type: none"> <li>I. To accept and approve the report</li> <li>II. To ask the group for further details re the consultation process and to delegate the implementation of such to the Village and Infrastructure committee.</li> </ol>
<b>10. Speed Limit A50</b>	<p>The Council heard a verbal update on a meeting held between Holmes Chapel and Brereton Parish Councils. After some debate, it was <b>RESOLVED (C17/18/108)</b> to amend the resolution to bring the report back to Full Council. The Council then <b>RESOLVED (C17/18/109)</b> to await comments from Brereton Parish Council, and for a further draft report to be brought back to Full Council. The jointly submitted report will contain two proposals:</p> <ol style="list-style-type: none"> <li>I. To address the issues relating to the extension of the 30 limit to the Bloor development in Brereton parish.</li> <li>II. To address the issues relating to speed around Brereton Green, as per comments from Brereton Parish Council.</li> </ol>
<b>11. Middlewich Bypass</b>	<p>The Council heard the recommendation from Strategy &amp; Finance committee and <b>RESOLVED (C17/18/110)</b> that no submission be made on this consultation.</p>
<b>12. Ward Members Report</b>	<p>Cllr Les Gilbert sent apologies for the meeting. The Clerk passed on the following information supplied:</p> <ul style="list-style-type: none"> <li>• The Library home delivery service contract with RVS has not been renewed and the intention is to provide the service in-house. This depends on retaining/recruiting enough volunteers and it is not yet known if the service will continue.</li> <li>• Funding has been secured through the Congleton area minor highways schemes programme for parking restrictions in Crofters Court and Selkirk Drive around the junction with Portree Drive. Proposals will be worked up in the forthcoming municipal year and will go out to consultation with a view to a TRO being made.</li> <li>• The zebra crossing will be upgraded to a puffin crossing during the school holidays at the end of May.</li> <li>• Assistance from Members was requested to remove fly postings from traffic lights around the village as CE does not have the resources to effectively police fly posting throughout the Borough</li> <li>• Cheshire East Council is progressing the final framework for the New Homes Bonus scheme, which will determine the way in which a new community fund will be shared among qualifying areas within the borough.</li> </ul>
<b>13. Civic Service for the Community</b>	<p>To note that the date has been confirmed as 24<sup>th</sup> June 2018. Cllr Cotton, Cllr Street and Sue McKay are progressing the arrangements</p>
<b>14. Community Centre</b>	<p>The council heard a verbal update on the community centre, following from the JLMC meeting on Tuesday 17 April.</p> <ul style="list-style-type: none"> <li>• Membership continues to increase, with satisfaction scores the highest in Cheshire East.</li> <li>• Enquiries for parties and other events continues to increase.</li> <li>• Tender bids are awaited for the redesign of the entranceway.</li> <li>• The internal management of the centre is changing, with the replacement manager being promoted from the existing deputies.</li> <li>• The girl guiding association in Holmes Chapel have requested space at the community centre to locate a storage shed. Whilst this was agreed in principle, a meeting with the Guides to discuss the requirements further will be arranged by the Clerk.</li> </ul>

	<b>RESOLVED (C17/18/111)</b> to accept the report and actions.
<b>15. Community Resilience</b>	To note the recommendation by the Strategy and Finance Committee and <b>RESOLVED (C17/18/112)</b> to approve the Community Resilience Plan. This will be issued to Cheshire East and to the locations recommended in the Plan.
<b>16. Village Fair</b>	The Council <b>RESOLVED (C17/18/113)</b> to book a double pitch at the village fair, with the content and organisation of the display to be delegated to the Amenities Committee. It was noted that the HC partnership have decided to have a pitch of their own this year.
<b>17. Best Kept Village Competition</b>	After consideration of the information relating to the competition, the Council <b>RESOLVED (C17/18/114)</b> <ol style="list-style-type: none"> <li>I. For the Clerk to find out further details of what is involved.</li> <li>II. To work towards entering the competition next year.</li> <li>III. To advertise this intention in the newsletter and at the Village fair, and to enlist volunteers.</li> <li>IV. To form a working group with the relevant organisations in the Village</li> <li>V. To delegate the administration of this event to the Village and Infrastructure Committee.</li> </ol>
<b>18. Supply of HRW Bins</b>	The council <b>RESOLVED (C17/18/115)</b> <ol style="list-style-type: none"> <li>I. Not to submit a response to the consultation, as the Parish Council have no knowledge of residents' views on this subject.</li> <li>II. To advertise the consultation on our website, encouraging residents to participate.</li> <li>III. For the Clerk to write to Cheshire East Council with the view of the Parish Council that the consultation period of 6 weeks is too short.</li> </ol>
<b>19. Sensory Garden</b>	The council <b>RESOLVED (C17/18/116)</b> to approve the expenditure of up to £5000, excluding VAT, fully funded from grants, for the Sensory Garden Project and to delegate the responsibility of administration and management of this expenditure to the Amenities Committee. A request from the headmaster at the Comprehensive School to link this garden with the newly established memorial garden at the school was noted and will be passed to the HC Partnership.
<b>20. Grant Application</b>	The Grant Application from Dane Sound Community Radio was considered and the Council <b>RESOLVED (C17/18/117)</b> to approve the request for £200.
<b>21. Finance</b>	The Council <b>RESOLVED (C17/18/118)</b> to approve the following: <ol style="list-style-type: none"> <li>I. <b>Bank reconciliation</b> – the balance at 13<sup>th</sup> April is £192,685.29, which includes the first instalment of the precept for 2018/19.</li> <li>II. <b>Report on the 4<sup>th</sup> Quarter</b> – The report from the RFO was accepted.</li> <li>III. <b>Accounts for payment</b> – as per the schedule attached in Appendix 1, which includes the affiliation fee of £1504.00 to ChALC for 2018/19.</li> <li>IV. <b>Asset Register</b> – the updated Asset Register as at 31<sup>st</sup> March 2018 was approved.</li> <li>V. <b>CCLA Deposit Fund</b> – Further investment of £10,000 with the Deposit Fund was approved.</li> <li>VI. <b>ROSPA Inspection</b> – To note that the Clerk used emergency powers to authorise this expenditure.</li> <li>VII. <b>Skatepark budget</b> – To approve that the outstanding retention payment for the Skatepark will be included in the 2018/19 budget.</li> </ol>
<b>22. Chairman</b>	The Clerk reported that the manager of the Comprehensive School retires this

<b>and Clerks Reports</b>	<p>year, after 27 years of service. A letter to acknowledge this will be drafted.</p> <p>An invitation from the Comprehensive school has been received for a talk relating to the holocaust on 27 April 2018, midday. Any members wishing to attend to inform the Clerk by 25 April 2018.</p> <p>The HC Partnership have submitted the petition regarding pedestrian safety at the new proposed roundabout on Chester Road, with 942 signatures, to the Cheshire East leader, Rachel Bailey.</p> <p>The Chairman reminded members that the next meeting of the Council in May 2018 requires a new Chairman to be nominated for the coming Civic Year. Forms are available from the Clerk.</p>
<b>23. Future Agenda Items</b>	None at present.
<b>24. Public Speaking</b>	None
<b>Part II</b>	<p><b>RESOLVED (C17/18/119)</b> 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>
<b>25. Staffing matters</b>	The Council discussed staff matters.
<b>26. SADPD progress</b>	The Council noted the update received from CEC on the SADPD progress
<b>27. Boundary Review</b>	The Council debated the supplied report.
<b>The meeting closed at 8.43p.m.</b>	

These minutes will be submitted for approval at the next meeting scheduled for 24 May 2018. Until then they are draft minutes.

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

.....Date.....

Appendix 1**Schedule of Payments: February 15<sup>th</sup> 2018 – March 31<sup>st</sup> 2018 (including VAT)**

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
28/02/2018	Staf Salaries	17186	2,155.46		Salaries Feb 2018
07/03/2018	The Villages Mag	17187	140.00		Parish news Feb2018
07/03/2018	Cheshire Pension Fund	17188	731.23		pension Feb 2018
07/03/2018	CHALC	17189	115.00		Staff audit training
07/03/2018	HMM mechanical services	17190	1,356.00		HCCC pipework repair
07/03/2018	SLCC	17191	150.00		Annual membership
07/03/2018	Village Volunteers	17192	23.80		recruitment meeting costs
07/03/2018	The Villages Mag	17193	140.00		Parish news March 2018
09/03/2018	Scottish Power	17194	53.07		Electricity - office supply
09/03/2018	Scottish Power	17195	38.11		Church Lighting March 2018
09/03/2018	B A Bath	17196	20.00		Reimbursement of costs
09/03/2018	Alan Bethell	17197	180.00		Hedge trim Jubilee Walk
15/03/2018	South Cheshire Print	17198	48.00		Banners for parish meeting
15/03/2018	The Print Room	17199	21.00		Printing: Conservation project
15/03/2018	Water Plus	17200	35.43		Office water 4th Qtr 17/18
15/03/2018	BT Payment Services	17201	130.58		Phone & Internet March 2018
23/03/2018	Weaver Business Machines	17202	197.30		Office printing 4th qtr 17/18
23/03/2018	Mr D Monks (VV)	17203	27.72		Supply of plants Village cntr
23/03/2018	S McKay	17204	22.35		Parish council costs Feb/Mar18
23/03/2018	HM Revenues & Customs	17205	1,767.94		Tax & NI 4th Qtr 2017/18
23/03/2018	Cheshire Pension Fund	17206	646.49		Contributions March 2018
23/03/2018	R Cussons	17207	937.50		Rent 1 Church Walk 4thQtr 1718
28/03/2018	South Cheshire Print	17208	24.00		Banner for Village Volunteers
28/03/2018	Congleton Town Council	17209	233.06		Lengthsman services March18
28/03/2018	Mr M Blomeley	17210	41.60		Parish Council mileage
28/03/2018	Staff salaries	17211	1,889.84		Salaries March 2018
29/03/2018	Valuation Office Agency	17212	2,010.00		Valuation of HCCC site
31/03/2018	Unity Trust Bank	17213	25.05		Service Charge 4th Qtr 2017/18

**Total Payments 13,160.53**

**2018/19 Payments to note:**

05/04/2018	CBJ Digital		446.40		Annual host & licence fee 18/19
05/04/2018	CVS Cheshire East		100.00		Annual subscription fee
24/04/2018	Public Works Loan 1		27,939.50		Installment 1 2018/19
April2018	ChALC		1504.04		Annual subscription
May 2018	Public Works Loan 2		4633.20		Installment 1 2018/19

**Receipts: February 15<sup>th</sup> – March 31<sup>st</sup> 2018**

Date	Cash Received from	Receipt No	Receipt Description	Receipt Total
02/03/2018	CCLA PS Deposit Fund	R1735	Interest February 2018	17.27
31/03/2018	Unity Trust Bank	R1737	Interest Deposit Acctnt 4 <sup>th</sup> Qtr 2017/18	15.75

**Total Receipts 33.02**

**Receipts after April 4th 2018:**

04/04/2018	CCLA PS Deposit Fund	Interest March 2018	£19.01
05/04/2018	Cheshire East Council	Precept – 1 <sup>st</sup> installment	£104,703.00
05/04/2018	Scottish Power	Balance Refund	£146.99
13/04/2018	Everybody S&R	Contribution towards HCCC valuation	£837.50

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