



**HOLMES CHAPEL PARISH COUNCIL**  
**MINUTES OF MEETING on Thursday 27 September 2018**



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

<p>Cllr Bath, Chairman, with Cllrs Street and Cotton, presented the prizes for the 2018 garden competition:</p> <p>Front Garden Winners: Mr and Mrs Jack.          Plus Dane Front Garden Winners: Mr and Mrs Ankers</p>		
<p><b>Private and Confidential</b></p> <p>Mr Tom Barton, Everybody Sport &amp; Recreation, presented Everybody Annual report 2017-18 for the Holmes Chapel Community Centre. Councillors were asked to review the draft report and forward any comments or questions to the Clerk for forwarding to Mr Barton.</p>		
<p><b>Part I – Public and Press present</b></p>		
<b>1. Attendance</b>	<p>Cllr B Bath            Cllr A Armit            Cllr M Blomeley            Cllr P Cotton            Cllr J Clowes            Cllr K O'Regan            Cllr R Parry            Cllr M Ranger            Cllr S Ranger            Cllr M Street</p>	<p>Mrs S Davies – Clerk            Mrs S Mckay - Admin</p> <p>Chronicle reporter            HCCS 6<sup>th</sup> Form Community Rep</p>
<b>2. Apologies</b>	<p><b>RESOLVED (C18/19/73)</b> to accept apologies from Cllr S Hamilton (work), ward Cllr Gilbert and to note the non attendance of Cllr D Savage.</p>	
<b>3. Declaration of interests</b>	<p>None</p>	
<b>4. Public Speaking</b>	<p>The HCCS 6<sup>th</sup> Form Community Rep introduced himself as the HCCS community representative for the current year. He stated how he hopes to build on the initial work undertaken by his predecessor in bringing the views of the youth at the school before the Council. He expressed strong support for the Youth Council to enable the views of young people to be heard.</p>	
<b>5. Council Minutes</b>	<p><b>RESOLVED (C18/19/74)</b> to approve the minutes of the Council meeting held on 16<sup>th</sup> August 2018 (Part 1 and Part 2) and the extraordinary meeting held on the 12<sup>th</sup> September 2018 (Part 1 and Part 2).</p>	
<b>6. Committee Minutes</b>	<p><b>RESOLVED (C18/19/75)</b> to note the minutes, actions and recommendations of</p> <ol style="list-style-type: none"> <li>1. Village Infrastructure held on the 6 September 2018</li> <li>2. Amenities held on the 13 September 2018</li> <li>3. Strategy and Finance Committee held on the 20 September 2018</li> </ol>	
<b>7. Matters Arising</b>	<p><b>A50 Speed Limit Review</b> –It was noted that the Council are still awaiting the Cheshire East Council (CEC) speed limit report on the A50. The Clerk to pursue this.</p>	

<p><b>8. Planning Issues</b></p>	<p><b>1. 18/4283C – Manor Lane Business Park, Manor Lane, CW4 8AG.</b> Hybrid Planning Application for redevelopment of former Manor Lane Business Park. The Council considered the planning application above and <b>RESOLVED (C18/19/76)</b> to comment as follows: <b>NO OBJECTION, with the following comments:</b></p> <ol style="list-style-type: none"> <li>1. The provision to allow future installation of a pedestrian crossing over the railway line on this development would be desirable.</li> <li>2. To note the lack of turning and manoeuvring space for large delivery vehicles</li> <li>3. To note the lack of overflow parking on the site, for customers.</li> <li>4. The accompanying transport report seems superficial and inaccurate.</li> </ol> <p>2. Outstanding Applications - Council received an update on Planning Applications which have passed through the Council in the current Civic Year, noting those that have been determined since the last Council Meeting, which included the granting of permission for the Parish Council scheme to improve the entranceway to the Community Centre. <b>RESOLVED (C18/19/77)</b> to accept the report.</p> <p>3. The Council received a report on Community Governance and, in the light of the decision by the CEC Constitution Committee to have a county wide boundary review, <b>RESOLVED (C18/19/78)</b> NOT to proceed with a petition for a boundary review for Holmes Chapel. Concern was expressed that this County wide process may cause considerable delay to any review for Holmes Chapel. Progress will be reviewed in January 2019.</p> <p>4. Further to a meeting with CEC Planning relating initially to the Bank Farm decision, the Council heard of the need to update the Neighbourhood Plan, and <b>RESOLVED (C18/19/79)</b> to</p> <ol style="list-style-type: none"> <li>I. Initiate a review of the Neighbourhood Plan.</li> <li>II. For the SPTG to bring draft proposals back to Full Council</li> <li>III. To involve Tom Evans, CEC Planning, in the updating process.</li> </ol> <p>5. The Council noted the CEC Planning Documents Consultations, including the SADPD, and the report produced by Cllr Bath. <b>RESOLVED (C18/19/80)</b> to</p> <ol style="list-style-type: none"> <li>I. To receive the report</li> <li>II. To hold an extraordinary meeting of the Council prior to Amenities committee on the 18 October 2018, to approve a written response to the consultation.</li> </ol> <p>6. Cllr Bath presented a report outlining the process of application to the New Homes Bonus scheme. <b>RESOLVED (C18/19/81)</b> to</p> <ol style="list-style-type: none"> <li>I. To receive the report</li> <li>II. To submit a priority for the area based on Health and Wellbeing, with the enhancement of a country path by the River Croco.</li> <li>III. To submit a priority to improve the vitality of the Village centre, with enhancements to Church Walk, harnessing the power of the High Street.</li> </ol> <p>7. Cllr Bath gave a verbal report on a meeting with David Malcolm on 21 September 2018, where issues arising from the approval of the Bank Farm application were discussed. See Appendix 1</p>
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	<p>8. The Council noted the response from Cheshire East to the request for a Planning Seminar focussing on Neighbourhood Plan updates, which had been received positively. Progress will be reviewed at Full Council in January.</p> <p><b>RESOLVED (C18/19/82)</b> to receive the reports for 7 &amp; 8.</p>
<b>9. Ward Members Report</b>	<p>Ward Cllr Gilbert was unable to attend but had sent in the following updates for the Council. It was reported:</p> <ol style="list-style-type: none"> <li>1. CEC has approved the introduction of charges for replacement wheelie bins. Further details are no doubt available on the web site.</li> <li>2. Last week the Constitution Committee agreed to initiate a Borough-wide Community Governance Review. Work is expected to start in earnest next summer and it should be concluded within 12 months of the publication of its terms of reference.</li> <li>3. There is a current consultation on proposed changes to Library opening times including a proposal to open Holmes Chapel on Wednesday mornings from October.</li> <li>4. The Middlewich Road pedestrian crossing serving the Cottons development is expected to be installed in late October.</li> <li>5. The street lights are out on a section of Middlewich Road. This is thought to be attributable to damage to a cable in the course of demolition work at Bank Farm House and CEC Highways lighting section is on the case.</li> </ol>
<b>10. Tree Report</b>	<p>Cllr Clowes presented the tree report and accompanying plan, which details location and type for additional trees throughout the village.</p> <p><b>RESOLVED (C18/19/83)</b></p> <ol style="list-style-type: none"> <li>I. To accept the report and the recommendations.</li> <li>II. To include in future annual budgets the sum of £1000, to provide approx. 10 trees per year, in accordance with the plan.</li> </ol>
<b>11. Youth Council</b>	<p>The Council <b>RESOLVED (C18/19/84)</b></p> <ol style="list-style-type: none"> <li>I. To accept the Terms of Reference for the Youth Council Task Group.</li> <li>II. To note the date of the first meeting of the working party is on 12 October 2018 at 4pm in the Academy Suite at the Community Centre.</li> </ol>
<b>13. Skatepark</b>	<p>The Council <b>RESOLVED (C18/19/85)</b> to release the retention payment to Canvas Spaces Ltd of £1320.93 excl VAT.</p>
<b>14. Conservation Area Signage</b>	<p>The Council noted the supplied report on the proposed heritage street signs for the Conservation area and <b>RESOLVED (C18/19/86)</b> that</p> <ol style="list-style-type: none"> <li>I. Signs, as described in the report, be placed in the proposed locations subject to licences being completed between the Parish Council and the property owners.</li> <li>II. That the quotation from Croft Cast Designs be accepted.</li> <li>III. That all other matters relating to the signage be delegated to the Amenities committee.</li> </ol>
<b>15. Insurance</b>	<p>The Council <b>RESOLVED (C18/19/87)</b> to continue cover with Ecclesiastical Insurance, commencing on 1 October 2018 as detailed in the supplied schedule.</p>
<b>17. Finance</b>	<p>The Council <b>RESOLVED (C18/19/88)</b></p> <ol style="list-style-type: none"> <li>I. External Audit – to note the conclusion of the 2017/18 audit of accounts from PKF Littlejohn. There are no actions from the audit. The Clerk and RFO were congratulated for the clean audit.</li> </ol>

	<p>II. To approve the virement of £600 from nominal code 4272 (HCCC Maintenance) to nominal code 4271 (Boundary &amp; Hedge Maintenance)</p> <p>III. Bank Reconciliation – to note the balance on 20 September 2018 is £235,027.</p> <p>IV. To approve the following accounts for payment as detailed in the schedule attached at Appendix 2.</p>
<b>18. Chairman and Clerks Reports</b>	<p>The Clerk reported</p> <ul style="list-style-type: none"> <li>• Christmas Fair 2018 – to note the Council will decline to have a stall at the fair but will instead open the office with activities to include Church Walk improvements and councillor recruitment for the May 2019 elections.</li> <li>• The Cheshire Best Kept Station awards evening is on February 15 2018, to be attended by Cllr Street on behalf of the Council.</li> <li>• The Clerk and Admin Assistant had attended the regional SLCC conference earlier that day, with informative talks being heard on topics ranging from GDPR to working with Principal Councils.</li> <li>• At the SLCC conference, the Holmes Chapel Traffic Consultation advertising had been applauded by the NALC adviser as an excellent example of how Parish Councils should work with principal authorities. Cllr Blomeley was congratulated and thanked for his work in this.</li> <li>• A Thank You letter has been received from the Cranage Village hall fund for the donation towards transportation at the recent beer festival event</li> </ul> <p>The Chairman reported</p> <ul style="list-style-type: none"> <li>• A draft of a press release relating to the Persimmon – Seddon footpath link has been circulated to the Council with any comments to be passed to the Clerk.</li> <li>• The Town and Parish conference on 25 September 2018 was attended by Cllrs Bath and Blomeley. The event was disappointing, in that the talks were not relevant and there was little opportunity for attendees to ask questions. This comment will be fed back to CEC for planning of future events.</li> <li>• Notification of the tax base is due to be issued mid November 2018.</li> </ul>
<b>19. Future agenda items</b>	Parish awareness of the environment 2019 elections
<b>20. Public Speaking</b>	Theo indicated further support for the Youth Council, and informed the council of preliminary ideas of involvement with the HC3 cinema group, bringing performances to the Village which will appeal to the younger populous.
<b>Part II</b>	<b>RESOLVED (C18/19/89)</b> to move to Part II 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
<b>21. Community Centre Issues</b>	The Council heard an update on the proposal from Everybody Sport & Recreation regarding the Community Centre.
<b>22. Staff Matters</b>	The Council received a report relating to the hours of employment of the office staff.

<b>23. Staff Matters</b>	The Council received a report relating to staff training.
<b>The meeting closed at 9.05p.m.</b>	

These minutes will be submitted for approval at the next meeting of the Council scheduled for 8 November 2018. Until then they are draft minutes.

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

.....Date.....

## **Appendix 1**

### **Holmes Chapel Parish Council Meeting with David Malcolm Friday 20<sup>th</sup> September 2018 Macclesfield Council Offices**

A meeting with David Malcolm, head of Regulatory Planning at Cheshire East, was held to discuss the concerns of the Parish Council to the consideration of Neighbourhood Plans and also the apparent inconsistency with some planning decisions as highlighted by the Bank Farm development. The meeting was attended by Cllr Les Gilbert, Cllr Brian Bath and the Clerk.

David Malcolm made the following points:

- The main planning reason for the original refusal was through design reasons. The reduction from seven to six houses improved the overall design sufficiently to allow the second application to be passed.
- Although housing mix/type is referred to in the initial refusal, it was an added item and would not have stood sufficient weight for a refusal purely on those grounds.
- Relating to density, the proposed development complies with the design guide.
- The Neighbourhood Plan policy relating to housing mix is hard to enforce on developments with less than ten houses. It is not possible to dictate to a developer the types of housing they should build on a small development.
- The Neighbourhood Plan policy relating to housing mix could be improved.

There ensued a discussion on Neighbourhood Plan updates and the current SADPD consultation especially relating to Holmes Chapel PC needing to update its plan to ensure robust policies.

Cllr Bath raised that more houses need more infrastructure and asked how this was going to be addressed.

Housing supply matters were discussed. Despite the SADPD, if the housing supply figures become compromised, applications on other sites could be approved, even in the countryside.

However, currently the figures are healthy.

Jodrell Bank and the policies relating to its protection were raised. Mr Malcolm informed that policies have to be balanced with other positive issues. Cheshire East Planning are to hold a meeting with Jodrell Bank in the near future. Cllr Bath offered Holmes Chapel PCs input into this meeting.

## Appendix 2

### Schedule of Payments: August 6th 2018 – September 20<sup>th</sup> 2018 (including VAT)

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
06/08/2018	BT Payment Services	18070	132.26	DD	Phone & Internet Aug 2018
08/08/2018	Southern Electric	18071	38.00	DD	Electric Church Lights Aug18
08/08/2018	Southern Electric	18072	55.00	DD	Office Electricity Aug18
09/08/2018	Lloyds Bank	18073	40.79	DD	Multipay card July 2018
				3.00	Monthly Fee
				35.00	Survey Monkey
				2.79	Paint pen for sign touch up
15/08/2018	Everybody S&R	18074	31.50	JAC MJS	Everybody S&R
15/08/2018	Jobs R US	18075	109.24	JAC MJS	Repair Viewing Platform Dane M
15/08/2018	Cheshire pension Fund	18076	687.90	JAC MJS	Pension July 2018
31/08/2018	Staff Salaries	18077	2,083.77	SO	Staff Salaries August 2018
06/09/2018	BT Payment Services	18078	132.12	DD	Phone & Internet Sept 18
10/09/2018	SSE	18079	55.00	DD	Office Electricity Sept 18
10/09/2018	SSE	18080	38.00	DD	Church Lighting Sept18
10/09/2018	St Lukes PCC	18081	2,500.00	ARA DES	Donation for graveyard path
10/09/2018	Cranage Village Hall fund	18082	200.00	ARA DES	Donation
10/09/2018	D Monks Village Volunteers	18083	95.00	ARA DES	Plants for tubs and borders
10/09/2018	Royal British Legion HC	18084	300.00	ARA DES	Donation for Poppies
13/09/2018	South Cheshire Print	18085	102.00	BAB MJS	Banner and Sign
13/09/2018	Cheshire Pension Fund	18086	687.90	BAB MJS	Pension August 2018
13/09/2018	PKF Littlejohn LLP	18087	720.00	BAB MJS	Audit Fee 2017/18
13/09/2018	Shires Pay Services	18088	60.00	BAB MJS	Payroll Services 2nd Qtr 2018
13/09/2018	Water Plus	18089	48.08	BAB MJS	Office water 2nd Qtr 2018
20/09/2018	J S Trophies	18090	16.20	MEB JAC	Trophies garden competition
20/09/2018	Congleton Town Council	18091	932.26	MEB JAC	Lengthsman Apr-Jul 2018
20/09/2018	Office Depot	18092	85.36	MEB JAC	Office Stationery
20/09/2018	S McKay	18093	38.67	MEB JAC	Parish Council purchases
20/09/2018	Weaver Business Machines	18094	254.90	MEB JAC	printing / copying 2ndQtr 2018

**Total Payments £9,443.95**

### Receipts: August 6th 2018 – September 20<sup>th</sup> 2018

Date	Cash Received from	Receipt No	Receipt Description	Receipt Total
04/09/2018	CCLA PS Deposit Fund	R1814	Interest August 2018	35.32
04/09/2018	Cheshire East Council	R1813	Precept 2nd Installment 2018/19	104,703.00

**Total Receipts £104,738.32**

### Future Payments to be made:

G. P. Green	£4,595.21	Extension to Christmas Lighting Scheme
Ladybrook Nurseries	£1,328.34	Plants for sensory garden
Canvas Spaces	£1,585.12	Skatepark final retention payment
Alan Bethell	£ 96.00	Maintenance work at the Community Centre
Public Works Loan 1	£27,696.40	Loan repayment

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