

Holmes Chapel Parish Council

Clerk of the Council: Sue Davies

Email: clerk@holmeschapelparishcouncil.gov.uk
01477 533934

Admin: Sue McKay

Email: admin@holmeschapelparishcouncil.gov.uk
01477 533934



1 Church Walk, Holmes Chapel Cheshire, CW4 7AZ

STRATEGY AND FINANCE COMMITTEE

TO ALL MEMBERS OF THE COMMITTEE -

You are summoned to attend a meeting of the Strategy and Finance Committee on **Thursday 6th December 2018** at the Academy Suite, Holmes Chapel Community Centre, commencing at 7.00 p.m.

If members of the public are present there will be a period of question time at the beginning and end of the meeting.

AGENDA:

1. **Apologies** – to receive any apologies for absence.
2. **Declarations of interest** – To receive any declarations of interest:
 - a) **disclosable pecuniary interests or**
 - b) **other disclosable interests****as required under Chapter 7 of the Localism Act 2011.**
3. **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 meeting.
4. **Committee minutes** – to approve the minutes of the meeting held on 15th November 2018 - copy circulated.
5. **Matters arising not covered elsewhere on the agenda:**
 - 5.1. **Environmental Strategy Policy:** Cllr M Ranger is planning to forward this policy in the New Year.
 - 5.2. **Other Policies:** The Safeguarding Policy and further GDPR policies presented at the last meeting will be progressed in the New Year.
 - 5.3. **Christmas Light Proposal:** To receive a verbal update.
6. **Youth Council:** To receive the minutes of the meeting held on the 20th November 2018. (See appendix 1). To receive the revised draft constitution and a report by the Clerk and to discuss and agree, in principle, the proposals. (Constitution and report to follow).
7. **Finance**
 - 7.1. To note the bank reconciliation for 30th November 2018 is £167,563.46
 - 7.2. To receive financial reports including the cash flow forecast to 30th November 2018. (To follow)

8. **Project List** – To note and update (if required) the project list, noting any potential projects that could be S106. (To be Circulated separately)
9. **2019/2020 Budget and Five year Plan**–To receive and comment on the revised draft of the budget and five year plan after circulation to the Village Infrastructure and Amenities Committee. (Information circulated separately). To consider and recommend any further changes for recommendation for approval to Full Council on the 13th December 2018.
10. **Planning Applications – To receive and consider any planning applications:**

18/5900C, 34, Danefield Drive Two storey side extension, new porch canopy and new pitched roof over existing rear single storey extension.
Comments deadline: 19th December 2018

18/5931C, 8, Bromley Drive Single storey rear/side extension with loft conversions. *Comments deadline: 19th December 2018*
11. **Other Planning matters:**
 - 11.1. **SPTG Meeting** – To receive the minutes of the SPTG Meeting held on the 4th December and to agree any actions arising. (Minutes to follow)
 - 11.2. **Traffic and Transport Report** – To receive the traffic and Transport report and to note the comments made by the SPTG. To recommend for approval by Full Council. (Circulated separately)
12. **Public Speaking**
13. **Future Agenda Items – To consider future agenda items**
14. **Chairman’s and Clerk’s reports – To receive reports.**

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.

15. **Community Centre – entranceway work.** (Report to be circulated separately.)



Sue Davies - Clerk of the Council

30th November 2018.



Appendix 1

Holmes Chapel Parish Council

Youth Council Task Group

Meeting on the 20th November, 4:00pm, Academy Suite, Holmes Chapel Community Centre

Notes

In attendance: Cllr Bath, Cllr S Ranger, Phil Roberts (HCCS), Mike Oliver (HCCS), Theo Stewart (6th Form, HCCS), Sue Davies (Clerk to the PC).

Apologies

Apologies have been received from the Scout and Guiding movement, L Hamilton and from Cllr M Ranger.

Notes from the last meeting on the 18th October

The notes from the last meeting were agreed as correct by those present.

Further consideration of the draft constitution

Cllr Steve Ranger had provided a revised draft based on comments made at the meeting of the 18th October. The following further points were discussed:

- The format and structure were discussed based on the outcome of the last meeting where representatives had felt that no young person wishing to be involved should be excluded, however a central core structured council could also be in place. Theo had mapped out a draft structure which, after some discussion and tweaks and further definition of the group, was agreed as a very good starting point for the way forward. (See appendix 1).

(Please note that terminology used from here on is based on those described in this appendix.)

- It was still felt that the minimum age should be no lower than ten. The Parish Council (PC) needs to ascertain the policies and procedures that need to be in place to cover the Council working with young people.

Action: The Clerk to continue to liaise with the CVS and to report back, both to the Parish Council and to the group.

- The number of Youth Council members was discussed. It was proposed that the Youth Council should consist of between 12 and 16 members. It was further agreed that, to ensure an appropriate spread, a set number of places could be allocated for age ranges. It was suggested that half the places could be allocated to the 15 to 18 age range. The Assembly could have unlimited members.

- The method of election of the youth council was discussed. It was agreed that any young person who wished to put themselves forward for election could produce one page about themselves. It was suggested these could be displayed at the first forum meeting and the Youth Council by attendees there. It was felt that further discussion within the task group will be needed to ensure fairness across the organisations (with regard to help and ability to allocate time especially) and so no preparation of these should be started yet.
- The frequency of election of the Youth Council was discussed. It was agreed that the Forum could meet once a year and elect a Youth Council to stand for one year. If any vacancies arise during this year, the Youth Council should be able to co-opt to fill the places in the same manner that the Parish Council does.
- The link to the Parish Council was discussed. The Youth Council could either be a proper 'working group/sub-committee of the Parish Council or could operate independently, which would require them having their own bank account and to be fully constituted. Some pros/cons of each structure were identified.

Action: The Clerk to liaise with the CVS and to report back on the feasibility of the options.

- It was agreed that the Youth Council should choose their own agendas and not be restricted to Parish Council topics.
- The method of selecting a Parish Council 'champion, was discussed. It was agreed that the councillor should be Parish Council selected but with ratification by the Youth Council.

Action: Cllr Ranger agreed to produce a further draft constitution for circulation.

Arrangement for the First Youth Forum

It was agreed that further work was needed before this meeting could be held.

Agreement of Future Program and Timeline

Based on the discussion held, Mr Roberts of HCCS agreed to produce a proposed timeline for circulation to the group. Consideration will need to be given to publicity required, organisation included and examples of projects.

Action: Mr Roberts to produce the timeline for circulation prior to the next meeting.

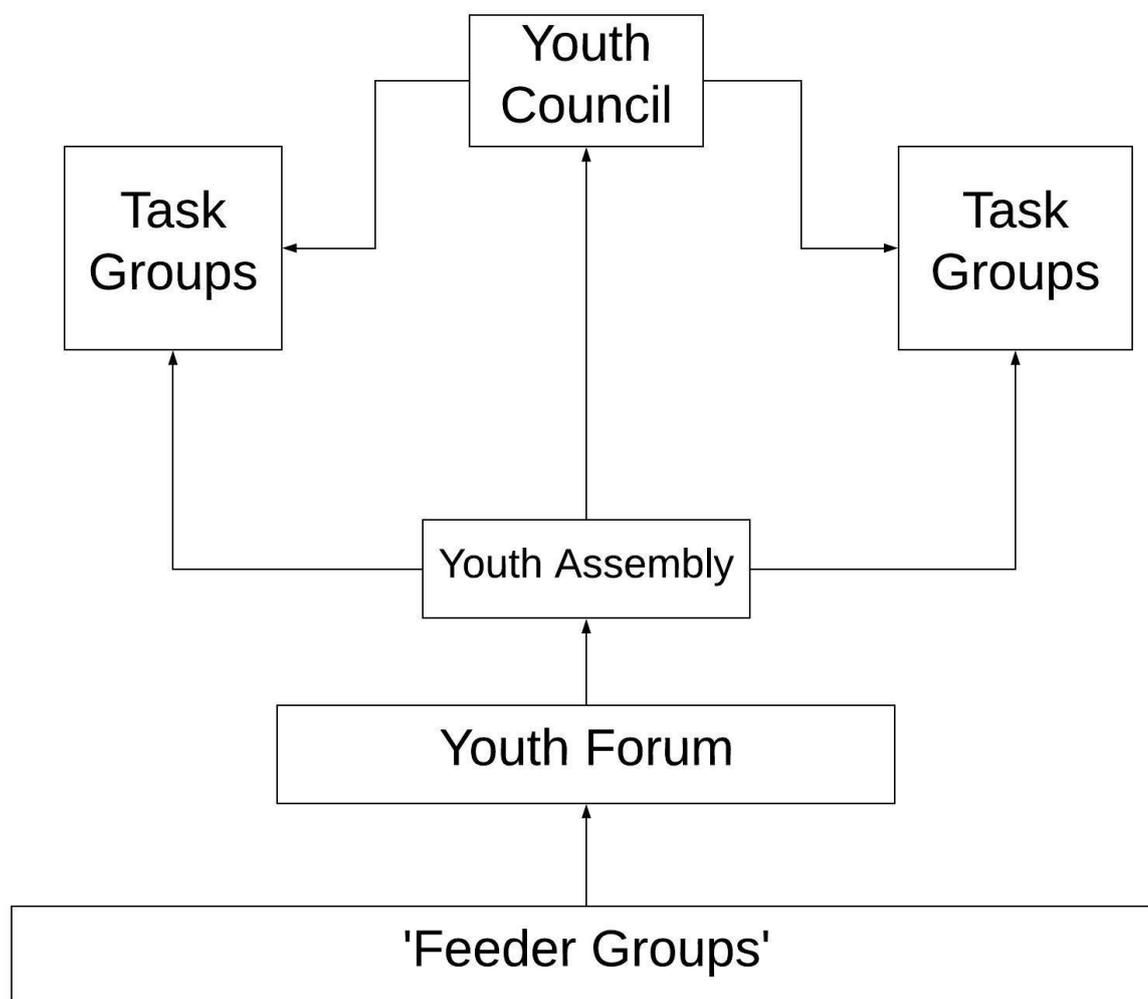
Date of Next Meeting of the Task group: It was agreed that the next meeting will be held on Wednesday 19th December at 16:00, Holmes Chapel Community Centre (hopefully in the Brooklands Suite but otherwise in the cafe area).

It was further agreed that each Community Organisation will be invited to put forward one or two adult representatives from their staff/volunteers and, if wished **one young person representative**.

Youth Council Layout as I understand it

Theo Stewart

Graphic Depiction



Glossary of terms to avoid Confusion

Feeder Groups are the organisations that will propose members to the youth forum, examples such as the school, brownies, cubs etc.

The Youth Forum is a group of interested parties that will meet on a basis to be decided by the task force (I recommend perhaps once a year), in order to share ideas and discuss issues. Anybody can show up to these meetings, and is essentially a public forum.

The Youth Assembly is a collection of young people who attended the forum (or showed interest in other ways) who may not have a place on the youth council, or may not want a place on the youth council, who meet infrequently (however more so than the forum, but less than the council) to work as a sort of extended council. The primary objective of the assembly is to support the youth council, elect members, and submit their own names for election. Members of the Assembly act as a group of young people that the council can call on for assistance, and can volunteer for task groups.

Task Groups are made up of members of the youth council, youth assembly and the general public if deemed necessary.

This framework is only a suggestion, so feel free to change or revise its definitions or ideas.

07/11/2018