



STRATEGY & COMMUNITY PARTNERSHIPS COMMITTEE
Minutes of meeting on 27 April 2017
 at The Academy Suite, Holmes Chapel Community Centre, CW4 8AA



Part I – Public and Press present

1. Attendance	Cllr B Bath (chair) Cllr J Clowes Cllr S Hamilton Cllr D Savage Cllr M Street	Mrs NL Clarke – Clerk
2. Apologies	RESOLVED (s16/17/63) to accept apologies from Cllrs M & S Ranger (holiday) and Cllr Parry (absent)	
3. Declarations of Interest	None	
4. Public Speaking	None	
5. Minutes	RESOLVED (s16/17/64) to approve the minutes of the Committee Meeting held on 23 March 2017.	
6. Matters Arising	<ul style="list-style-type: none"> • Attendance Records – The Committee noted that attendance records at meetings for each member are now on the Parish Council website • HCCC and JLMC – to acknowledge the reports received at Full Council on 20 April 2017 	
7. Planning Applications	The Committee considered the following planning applications listed below and RESOLVED (s16/17/65) to comment as follows:	
	17/1775C 2 Church House Parkway, CW4 7BA	Change of use from shop (A1) to dog grooming salon (Sui Generis) No objection but to comment on the importance of signage in the conservation area. See Appendix 1.
8. Committee Structure	The Committee considered a review of the committee structure, approved by Full Council on 20 April 2017. RESOLVED (S16/17/66) <ul style="list-style-type: none"> • to recommend the changes as set out in Appendix 2 to Full Council on 25 May 2017 to take effect from the start of the Civic Year 2017-18 • to recommend the amended calendar of meetings for the 2017-18. See Appendix 3 	
9. Neighbourhood Plan Handover	Further to approval at Full Council on 20 April 2017 the Committee discussed the handover document. RESOLVED (s16/17/67) <ul style="list-style-type: none"> • to hold the inaugural meeting of the Strategic Village Planning Task Group on Tuesday 9 May 2017 and to include Cllr Les Gilbert and two members' of the public who have expressed an interest in attending; • to prepare draft Terms of Reference at the Task Group meeting adhering to the constraints of Parish Council Standing Orders; 	

	<ul style="list-style-type: none"> to consider the tasks identified in the handover document and provide a preliminary project plan and timescale; that the Task Group report back to the Strategy and Finance Committee each month.
10. Community Resilience	<p>The Committee noted the preferred date of 14 September 2017 for a practice test of the plan at Holmes Chapel Community Centre.</p> <p>RESOLVED (s16/17/68) to approve a working party to arrange the event to include Cllrs Parry, Armitt and Street and to report back to the next Strategy and Finance meeting on 22 June 2017.</p>
11. Website	<p>The committee discussed the proposals from the website provider on available upgrades.</p> <p>RESOLVED (s16/17/69)</p> <ul style="list-style-type: none"> to decline any upgrades from the provider the clerk to establish a task group to review and make proposals on the current website and other forms of social media.
12. Review of the Strategy Committee	<p>The committee considered the work carried out over the past civic year.</p>
13. 5 year plan	<p>The committee reviewed the 5 year capital plan in particular the 2017-18 items and RESOLVED (s16/17/70) to recommend the proposed changes as set out in Appendix 4.</p>
14. Chairman and Clerks Reports	<p>The clerk reported that Mr Halman, owner of the former Williams' building has confirmed the closure of the ginnel from London Road to the Sainsbury's car park to provide secure space for residents.</p> <p>The clerk will not pursue the Village of the year competition due to resources.</p> <p>The chairman reminded members of the need of the council to comment on the Playing Pitch Consultation and the Minerals and Waste consultations from Cheshire East Council.</p>
15. Future Agenda Items	<p>Quality, Website and to add a standing item to each agenda with a report from the Strategic Planning Task Group</p>
16. Public Speaking	<p>None</p>
<p>The meeting closed at 9.00 p.m.</p>	

These minutes will be submitted for approval at the next meeting scheduled for 22nd June 2017. Until then they are draft minutes.

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

.....Date.....

Appendix 1

This is a minor change of use application but it is within the Conservation Area of Holmes Chapel. It is therefore disappointing that no mention of this is made in the short design and access statement.

However, the main sign and projecting sign are tasteful and in keeping with the objectives of the traditional appearance of the Conservation Area. This is emphasised by the clean appearance of the door and shop window – but in practice the windows will become more cluttered when the business is active.

Consequently, we believe a further sign on the wall as proposed would create a cluttered appearance. We would recommend that either a smaller sign just stating the opening hours and not a repeat of the logo is used or the information is placed in the door window in the traditional manner.

The new owners should be made aware of the Shop Front Design Guide produced by CEC and the policy of limiting advertising boards on the highway.

Appendix 2

1) Committee Structure

The Council will appoint the following committees:

Strategy and Finance Committee – meeting every month. Functions are set out below.

The Committee will act on financial matters on an advisory and recommendation basis only except:-

- i) in relation to approved budgeted expenditure where the Committee shall have full executive powers; and
- ii) where the Council has resolved to delegate specific other powers.

Office and Infrastructure Committee - meeting every month. Functions are set out below

Amenities Committee - meeting every month. Functions are set out below

The above committees will act on an advisory and recommendation basis except:

- i) in relation to Planning Applications – see below
- ii) where the Council has resolved to delegate specific other powers.

As per **Standing Order 43** the Chairman of the Council will be a member of each Committee, but there should not be an expectation that he has to attend all committees provided that he is a regular attendee at Strategy and Finance and one other Committee

Functions of each committee - May 2017

<p>Strategy and Finance committee</p> <p>Strategic Village Planning and Neighbourhood Plan monitoring CEC Local Plan and other policy documents s.106/CIL monitoring Governance and Policies Risk Management Quality Council issues Planning applications Staff and Councillor training Community Resilience HC Partnership ChALC Finance: Budget setting and monitoring Grants and Donations Banking Accounts package</p>	<p>Amenities committee</p> <p>Community Centre Monitoring and liaison of JMLC Planning applications Public transport Leisure Centre (HCCS) Play areas Youth facilities including the Skate park Dane Meadow including Friends of the Dane Meadow Green and open spaces Footpaths Benches Conservation area</p>
<p>Office and Infrastructure Committee</p> <p>Planning applications Office maintenance Website and Social Media Health and Social services Education Liaison Police CCTV Christmas lights and tree Garden competition General maintenance including: <ul style="list-style-type: none"> • Planted areas • Lengthsman • Village Volunteers • Street signage Highways including: <ul style="list-style-type: none"> • Road safety • Street lighting • SIDs • Speedwatch • Car parks • Traffic issues </p>	

Appendix 3

Holmes Chapel Parish Council Calendar for 2017

2017			
Jan			
5		July 6	Office & Infrastructure Committee
12	COUNCIL (budget / precept) Finance Committee (3 rd qtr)	13	Amenities Committee
19	Strategy Committee	20	Strategy & Finance Committee
26	Amenities Committee	27	
Feb 2	Technical Services Committee	Aug 3	
9		10	Strategy & Finance Committee
16		17	FULL COUNCIL
23	COUNCIL	24	
March 2	Strategy Committee	31	
9	Amenities Committee	Sept 7	Office & Infrastructure Committee
16	Technical Services Committee	14	Amenities Committee
23		21	Strategy & Finance Committee
30	ANNUAL PARISH MEETING*	28	FULL COUNCIL
April 6		Oct 5	Office & Infrastructure Committee
13		12	Amenities Committee
20	COUNCIL (Year end accounts) Finance Committee (4 th qtr)	19	Strategy & Finance Committee
27	Strategy Committee	26	
May 4	Amenities Committee	Nov 2	
11	Technical Services Committee	9	FULL COUNCIL
18		16	Strategy & Finance Committee
25	COUNCIL – Annual meeting	23	Office & Infrastructure Committee
June 1		30	Amenities Committee
8	Office & Infrastructure Committee	Dec 7	Strategy & Finance Committee (budget setting)
15	Amenities Committee	14	FULL COUNCIL
22	Strategy & Finance Committee	21	
29	FULL COUNCIL	28	

Unless advertised otherwise:

All meetings will commence at 7.00 p.m.

2018			
Jan			
4	Strategy & Finance Committee	July 5	
11	FULL COUNCIL (budget / precept)	12	
18	Office & Infrastructure Committee	19	
25	Amenities Committee	26	
Feb 1		Aug 2	
8		9	
15	Strategy & Finance Committee	16	
22	FULL COUNCIL	23	
March 1	Office & Infrastructure Committee	30	
8	Amenities Committee	Sept 6	
15	Strategy & Finance Committee	13	
22	ANNUAL PARISH MEETING	20	
29		27	
April 5		Oct 4	
12	Strategy & Finance Committee	11	
19	FULL COUNCIL (Year end accounts)	18	
26	Office & Infrastructure Committee	25	
May 3	Amenities Committee	Nov 1	
10		8	
17	Strategy & Finance Committee	15	
24	FULL COUNCIL – Annual meeting	22	
June 7		29	
14		Dec 6	
21		13	
28		20	
		27	

Appendix 4

Earmarked Funds Related to 5 Year
Plan 2017/18

Revised 2 May 2017

PROJECTS and COMMITMENTS	Cost	Spent to Date	Grant Funding or Loan	2017/18 Budget	Budget			
					2018/19	2019/20	2020/21	2021/22
Additions to Capital Reserves	100,000.00			20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
HCCC Skatepark Path (31)	5,000.00			5,000.00				
HCCC Grounds/ Car Parks (7)	350,000.00		320,000.00	30,000.00				
HCCC Boilers (36)	10,000.00			10,000.00				
HCCC Conservatory roof (37)	8,000.00				8,000.00			
Bus Stop Seats (23)	1,000.00		1,000.00					
River Croco Path (4)	39,919.00	15,000.00	7,258.00	5,245.00		12,426.00		
Improved signage for Cons Area (25)	5,000.00		2,000.00		3,000.00			
Extend Christmas Lights (15)	5,000.00			2,000.00	3,000.00			
Upgrade path near Library (36)	3,000.00		2,000.00		1,000.00			
Play Area Strathmore Close (11)	10,000.00		5,000.00			5,000.00		
Picton Square improvements (21)	5,000.00		2,000.00				3,000.00	
Chester Rd/Brookfield Dr (16)	5000.00							5000.00
Church Walk (27)	25,000.00		15,000.00			10,000.00		
Capital Expenditure	571,919.00	15,000.00	332,258.00	72,245.00	35,000.00	47,426.00	23,000.00	25,000.00
Council Capital Funds								
	Capital Additions (budget decision each year)			33,000.00	38,000.00	40,000.00	40,000.00	40,000.00
	Capital brought forward			40,492.00	1,247.00	4,247.00	-3,179.00	13,821.00
	Less Capital Expenditure as above			72,245.00	35,000.00	47,426.00	23,000.00	25,000.00
	Capital Balance			1,247.00	4,247.00	-3,179.00	13,821.00	28,821.00
Council Revenue Reserves								
	Revenue Reserves brought forward			25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
	Capital Reserves brought forward			20,000.00	40,000.00	60,000.00	80,000.00	100,000.00

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