

**MINUTES OF A MEETING OF MINSHULL VERNON & DISTRICT PARISH COUNCIL  
HELD IN ST PETER'S COMMUNITY HALL, MINSHULL VERNON  
ON 18 DECEMBER 2013**

**PRESENT:** Councillor Les Horne Chairman  
Councillor M McGlone Vice-Chairman

Councillor I Baxter Councillor W T Beard  
Councillor Linda Horne Councillor B Palin  
Councillor P Wright

**IN ATTENDANCE:** PCSO Lawrence Price

**APOLOGIES:** Councillors D N Bebbington, M Bromhead, R Lee and M Wilson

**989 DECLARATION OF INTERESTS**

Members were invited to declare any disclosable pecuniary interest or non-pecuniary interest which they had in any item of business on the agenda, the nature of that interest, and in respect of disclosable interests, to leave the meeting prior to the discussion of that item.

Councillor Beard declared an interest in respect of agenda item 12 (Crewe Town Council Signs) on the basis that he was a Member of Crewe Town Council. In the interests of openness he would withdraw from the meeting during discussion of the item.

**990 MINUTES – 25 NOVEMBER 2013**

**RESOLVED:** That the Minutes of the Meeting held on 25 November 2013 be approved as a correct record and signed by the Chairman.

**991 POLICE MATTERS**

PCSO Price reported on the following Police matters in the parish –

- House burglary
- Two thefts from garages
- Two thefts from cars
- One road traffic collision

During discussion of this item, the Chairman reported that he had written to Inspector Gammage (Head of the Police Operational Support Unit) in respect of speeding vehicles.

**992 PUBLIC QUESTION TIME (10 MINUTES)**

In accordance with the Parish Council's Standing Orders, a period of 10 minutes was allocated for members of the public to ask questions.

A member of the public addressed the Council in respect of the following matters:

- HS2 (high speed rail route)
- History of St Peter's Church

**993 EMERGENCY PLANNING**

At the previous meeting, a working group had been set up comprising Councillors I Baxter, D N Bebbington, Les Horne and M McGlone. The Group was to give consideration to the preparation of an emergency/community resilience plan for the parish.

The Group would be meeting after the Christmas holidays.

**994 RE-NAMING OF THE PARISH COUNCIL**

At the previous meeting, a member of the public had suggested that the Parish Council be re-named to give more prominence to "Leighton" rather than Minshull Vernon. It had been agreed that this be added as an agenda item for discussion at the December meeting.

Sections 75 and 76 of the Local Government Act 1972 stated that "*if a local council.....so requests the district authority [.....] may change the name of the locality*". The Clerk was of the view that even if the Parish Council requested this of Cheshire East Council, the Borough Council would be unlikely to accede to the request because of the community governance review which was still outstanding (Macclesfield) and the possibility that parish boundary reviews would be undertaken after May 2014 which would obviate the need for any changes at this time.

As background information, it was reported that in 2011, Cheshire East Council's Constitution Committee had decided that it would conduct a community governance review of all parishes, but agreed that this would not commence until all the community governance reviews for the un-parished areas in the borough had been completed. The last review to be undertaken, as noted above, was that for Macclesfield which was likely to be completed in May 2014. At that time, the Constitution Committee would need to decide if it wished to conduct a review of parish boundaries.

In view of the information presented, it was –

**RESOLVED:** That no action be taken at the present time.

**995 FINANCIAL MATTERS**

**995.1 Budget – 2014-2015**

At its meeting held on 25 November 2013, Members had given initial consideration to budget proposals for 2014-2015. The suggested amendments had been incorporated into the proposals and a revised report was now submitted for consideration.

There was a detailed discussion about the play equipment proposed for Thorntree and Perryfields playgrounds. Quotations had been sought (by Councillor D N Bebbington) for the provision of proprietary equipment, which, under the Financial Regulations, were not subject to competition. The quotations were reported and it was agreed that the £10,000 allocation in the draft budget remain unaltered.

Decisions about the equipment and successful provider(s) would be made at a future date. In the meantime, the following information was required -

- What equipment on each of the playing fields could be saved?
- What equipment required replacing?
- Written confirmation was required from Cheshire East Council that it would be wholly responsible for the insurance of the equipment, when installed, and the maintenance of it with effect from the date of its installation.
- In due course, application could be made to WREN (Waste Recycling Environmental Ltd.) for a financial contribution. Although the fitting-out of playgrounds was an appropriate scheme for consideration by WREN, such funding could not be regarded as certain.

The following amendments to the schedule were agreed:

Line 20	Speed Watch Equipment Incidentals (and Maintenance)	Increase from £500 to £1,000
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Although various repairs had been carried out on the equipment, since purchase, this had previously been at no charge. However, elsewhere on the agenda the Parish Council was

asked to approve payment of an invoice for £700+ from TWM for the repair of the speed watch equipment and the purchase of new batteries.

A Member commented that as the Parish Council owned a number of pieces of equipment, all purchased from TWM Traffic Control Systems, it was important to understand if the problems encountered were due to ordinary "wear and tear" or if there were any inherent problems in the manufacture of the equipment. No conclusions were reached, other than to add a sum of £1,000 to cover maintenance/repairs during the year.

New item

War Memorial Plaque

£500

The Secretary of the Remembrance Society had contacted the Parish Council (June 2012) seeking permission to place a plaque in a suitable location within the parish to commemorate air crew members who had been killed in the area during WWII.

The Parish Council had agreed that as there was space on the war memorial, this would be the most appropriate location. The Society had been informed of this and during the course of the previous 18 months, there had been e-mail exchanges but no progress had been made.

As there were no costs available, a nominal sum of £500 was agreed for inclusion in the budget and enquiries would be made about suitable materials and the cost of engraving etc.

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The Parish Council then considered the Clerk's salary for the forward year, *and at this point in the proceedings, she withdrew from the meeting.*

**(A) Exclusion of Press and Public**

**RESOLVED:** That in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the Clerk's salary for the forward year.

Reason for Exclusion: As the matter was of a personal nature relating to the Clerk's employment, it was not in the public interest to disclose the information.

**(B) Re-Admittance of Press and Public**

**RESOLVED:** That the press and public be re-admitted to the meeting.

*The Clerk re-joined the meeting at this point in the proceedings, following which the Parish Council finalised its budget.*

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**RESOLVED:** (a) That budget proposals amounting to £29,703 for the year 2014-2015 be approved (as attached to the official copy of the Minutes);

(b) That the Clerk be authorised to request a precept of £29,700 from Cheshire East Council; and

(c) That the Clerk's salary be increased from £4,797.00 pa to £4,854.00 per annum with effect from 1 April 2014.

**995.2 Authorisation of Payments**

**RESOLVED:** That the following payments be authorised:

£80.00            HMRC – Tax on Clerk's salary

£700.38	TWM Traffic Control Systems Ltd. – (£583.65 net + £116.73 VAT) Site visit to equipment, call-out charge, trailer repair and repair to SDU sign
£23.95	Post auger for use on the green and outside the parish field.
£638.39	Willis Bros. Purchase of verge-master posts (£531.99 net + £106.40 vat)

**996 INCIDENT AT MOSS LANE**

Councillor McGlone reported on an incident he had witnessed at Moss Lane on 30 November 2013 when two vehicle operators made unauthorised deposits of waste. He had confronted the operators of each of the vehicles and persuaded them to remove the waste. Following the incident, Councillor McGlone asked the Clerk to issue a letter to each of the companies involved. Both companies had now responded to the effect that the vehicle-operators had been disciplined and the companies apologised to the Parish Council for their actions.

The matter had also been reported to Cheshire East Council.

**997 SPEED WATCH SCHEME**

Councillors Les Horne and Paul Wright reported on recent speed watch matters. Owing to the recent poor weather, there had been reduced activity.

**998 PLANNING MATTERS**

The Parish Council was invited to comment on the following planning application:

13/5059N -20 Hesketh Croft, Leighton – 2-storey side/rear extension  
Deadline date for comments: 27 December 20133/

13/ 5114N – Variation of condition (Bentley Motors Ltd, Pyms Lane, Crewe)

**RESOLVED:** That no observations be made on planning applications Nos. 13/5059N and 13/5114N.

**999 “CREWE TOWN COUNCIL” SIGNS**

*(Note: Having declared an interest in this item, Councillor W T Beard withdrew from the meeting prior to discussion.)*

The Parish Council was invited to consider a request from Crewe Town Council that boundary signs for “Crewe” be installed in locations close to the boundaries of the Parish Council.

A copy of the location map and the proposed sign, was submitted.

*Councillor Beard re-joined the meeting for a short time to provide information clarifying the proposed locations of the boundary signs. He then withdrew from the meeting prior to Members voting on the item.*

**RESOLVED:** That Crewe Town Council’s request to install its boundary signs, as indicated on the documents submitted, be approved on the understanding that they did not encroach on the Parish Council’s boundary.

*(Note: Councillor Beard re-joined the meeting at this point in the proceedings.)*

**1000 REPORT OF MEMBERS APPOINTED TO OUTSIDE BODIES**

There were no specific matters to report on this occasion. Councillor McGlone, who was the representative appointed to the Hole House Gas Facility, indicated that he would report on matters later in the meeting.

#### **1001 BOROUGH COUNCILLORS' REPORTS**

There were no Borough Councillors in attendance.

#### **1002 HONORARY FREEMAN – CRITERIA FOR AWARD**

This matter had been considered at the previous meeting but no decision had been taken.

The Parish Council was invited to consider the criteria which should be taken into account when deciding if a former parish councillor (or any local resident who was a registered elector) should be admitted to the Roll of Honorary Freeman.

Members agreed that there should be some objective criteria and the following were suggested for development and consideration at a future meeting:

- Minimum of 20 years' service on the Parish Council (for parish councillors);
- Exceptional service by parish councillor which was over and above their normal duties;
- Scoring system.

**RESOLVED:** (a) That Councillor McGlone's offer to draft a scoring system be accepted; and

(b) That this matter be discussed at the next meeting.

#### **1003 CORRESPONDENCE**

There were no items of correspondence to report.

#### **1004 WINTER PLAN**

The Parish Council was invited to consider the means by which support could be offered to the more vulnerable of its residents during the winter months.

It was agreed that this matter be discussed by the Working Group which had been set up to consider Emergency Planning (Minute No. 993 above).

#### **1005 SHARED INFORMATION**

Members were invited to share information or request the inclusion of items on the next agenda.

- Councillor Beard referred to cycle-ways which appeared to be unconnected to each other. He was of the view that a representative from Sustrans should be invited to attend a future meeting to offer advice to the Parish Council which, in turn, could request Cheshire East Council to improve the cycle-ways.

Members commented that the cycle-ways referred to fell within the Crewe Town parish. Councillor Beard was asked to prepare information for the next meeting together with a map of the cycle-ways involved.

#### **1006 DATE OF NEXT MEETING**

27 January 2014

#### **1007 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** That, in accordance with Paragraph 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following items, for the reasons given, and the public interest would not be served by disclosing the information.

**1008 HOLE HOUSE GAS FACILITY**

Councillor McGlone reported on a recent meeting of the Liaison Committee of the Hole House Gas Facility at Warmingham.

Reason for Exclusion:

The meetings of the Liaison Committee were confidential and members of the Committee were not permitted to disclose any matters discussed during their proceedings. Parish Councillors were able to attend any of those meetings, but they too would be prohibited from discussing such matters in the public domain.

**1009 CONTRIBUTION TO COST OF PLAYGROUND EQUIPMENT**

A Member reported on an anonymous benefactor would might be willing to make a contribution towards the cost of the playground equipment for Thorntree and Perryfields playgrounds.

The Clerk was asked to send a letter outlining the scheme and asking for a grant towards the cost.

Reason for Exclusion:

The benefactor wished to remain anonymous and it would not, therefore, be in the public interest to disclose the information.

.....Chairman

The meeting commenced at 7.00 pm and closed at 8.50 pm

	Item	Budget 2013-2014 £	Spend to 30 Sept 2013 £	Estimated Spend to 31 Mar 2014 £	Budget 2014-2015 £	Notes
	<b>Administration</b>					
1	Printing/postage (newsletter printing)	100.00	0.00	100.00	500.00	Possible part sponsorship.
2	Clerk's expenses (travel, stationery, printing etc.)	400.00	0.00	200.00	300.00	
3	Clerk's net salary	4,797.00	1,918.50	1,919.00	4,854.00	
4	HMRC - tax on Clerk's salary (Note: tax = £950)		480.00	480.00		
5	CVS Cheshire East - administration of payroll service	100.00	48.00	48.00	100.00	
	<b>Insurance/Audit/Subscriptions</b>					
6	Internal Audit	50.00	50.00	0.00	50.00	
7	External Audit	400.00	396.00	0.00	400.00	
8	Cheshire Association of Local Council (annual sub)	1,300.00	1,224.89	0.00	1,300.00	
9	Insurance	1,000.00	0.00	1,200.00	1,200.00	Insurance due 1 April 2014 - invoice for 2014-2015 to be paid 2013-2014.
	Additional insurance for new equipment	0.00	53.59	0.00	0.00	
	Street lights Whalleys Green	0.00	394.73	0.00	0.00	
	<b>Maintenance</b>					
10	Maintenance of memorials	500.00	0.00	100.00	300.00	
	Diamond Jubilee plinth - refurbishment	0.00	0.00	720.00	0.00	
11	Parish land maintenance	500.00	84.00	84.00	300.00	
	<b>Members</b>					
12	Expenses	500.00	0.00	250.00	300.00	
13	Training fees	100.00	30.00	60.00	90.00	
14	Advertising in St Peter's newsletter	65.00	65.00	0.00	65.00	
15	Chairman's Allowance	250.00	250.00	0.00	250.00	
	<b>Grants/Donations</b>					
16	General	2,000.00	30.00	1,000.00	1,500.00	
17	S.137 Donations	1,000.00	0.00	300.00	500.00	
18	Board and fixing in St Peter's Community Centre	500.00	420.00	0.00	0.00	
19	<b>Website Support/Hosting</b>	80.00	43.06	45.00	50.00	

	Item	Budget 2013-2014 £	Spend to 30 Sept 2013 £	Estimated Spend to 31 Mar 2014 £	Budget 2014-2015 £	Notes
	<b>Speed Watch Scheme</b>					
20	Maintenance/repairs and incidentals	1,000.00	17.10	800.00	1,000.00	
21	New posts/display units	6,000.00	7,188.00	0.00	0.00	
22	Signs for location near Mablins Lane School Crossing	3,500.00	4,467.60	0.00	0.00	
	<b>Miscellaneous</b>					
23	Wreath - Remembrance Sunday	20.00	0.00	20.00	25.00	
24	On-the-Street Sports Programme	1,500.00	0.00	0.00	0.00	Scheme deleted
25	Strimmer for use on parish field	1,300.00	873.60	0.00	0.00	
	Accessories for Stihl strimmer		86.23	300.00	0.00	
26	Family Day community event	2,500.00	1,404.37	220.00	5,000.00	
27	Miscellaneous	0.00	260.80	0.00	0.00	
28	Purchase of Verge-masters	0.00	0.00	640.00	0.00	
	<b>Projects</b>					
29	Defibrillator (AED)	0.00	0.00	0.00	2,200.00	
30	Equipment for Playing Fields at Thorntree Drive and Perry Fields Way	0.00	0.00	0.00	10,000.00	
31	Litter bin (Mills Way/Parkers Road)	0.00	0.00	0.00	700.00	
32	War Memorial - additional plaque	0.00	0.00	0.00	500.00	
	<b>TOTAL</b>	<b>29,462.00</b>	<b>19,524.67</b>	<b>7,846.00</b>	<b>31,484.00</b>	

Calculation of Precept Requirement:		£	£
	Budget proposals for 2014-2015	31,484	
ADD	Working balance (reserves)	4,000	35,484
LESS	Estimated balance available on 1 April 2014	(5,781)	<u>29,703</u>
∴	Shortfall between budget requirement and available funds	29,703	
	Precept required (rounded)	<b><u>£29,700</u></b>	

Noted: The effect on Band D properties = additional £16.16 per property.