

**MINUTES OF A MEETING OF MINSHULL VERNON & DISTRICT PARISH COUNCIL
HELD AT ST PETER'S COMMUNITY HALL, MINSHULL VERNON, CREWE
HELD ON 22 DECEMBER 2014**

PRESENT: Councillor Les Horne Chairman
Councillor W T Beard Councillor N Bradley
Councillor I Baxter Councillor Linda Horne
Councillor R Lee Councillor B Palin
Councillor D Ridings

APOLOGIES: Councillors M McGlone, M Wilson and P Wright

ABSENT: Councillor D N Bebbington

137 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.

No declarations were made.

138 MINUTES

RESOLVED: That Minutes of the Meeting held on 24 November 2014 be approved as a correct record and signed by the Chairman.

139 POLICE MATTERS

PCSO Lawrence Price was unable to attend the meeting and there was no report on this occasion. Members made brief comments on activity in the parish.

140 PUBLIC QUESTION TIME

There were no members of the public in attendance.

141 RISK ASSESSMENT – ACTIONS

Councillor Ian Baxter reported on his inspection as follows:

- Joints in the Victoria Monument at Walley's Green

The joints required expert pointing and the monument also required cleaning. The Clerk was asked to make enquiries and report back.

- Bench seat at Victoria Monument, Walley's Green

The bench was beyond economical repair and potentially dangerous. The Clerk was asked to make enquiries about the cost of replacing the 8 ft bench with either Malaysian redwood, or a synthetic material which had the appearance of wood.

142 AUTOMATED DEFIBRILLATOR UNIT (AED) – LOCATION

It was reported that Bright Stars Nursery on Parkers Road had agreed to an AED being located on its premises.

Mr Nick Blair, the NW Ambulance Trust Community Resuscitation Development Officer had been notified to enable him to assess its suitability as a location.

Responses were still awaited from The Eight Farmers public house, the Co-op Store and Whitebreads Ltd (in respect of The Farmhouse, Woolstanwood).

In the meantime, Members would need to give consideration to the provision of a temperature-controlled cabinet to house the AED. The quotation accepted at the November 2014 meeting did not include a cabinet. This matter would be considered at the January 2015 meeting.

143 BUDGET PROPOSALS 2015-2016

The Parish Council had given initial consideration to its budget at the November meeting. Members were now invited to approve the budget for 2015-2016. The Clerk's revised report, based on discussions at the meeting held on 24 November 2014, was submitted.

Attention was drawn to the following:

- Line 9 – Cheshire Association of Local Councils (ChALC)

At the November meeting, Members agreed to delete affiliation to ChALC from its budget. At that meeting, the Chairman reported that it was unnecessary to be affiliated as ChALC was obliged to provide support to non-member parish councils. This was not the case. The Clerk had made enquiries and ChALC did not provide non-Member councils with either information or support. It did, however, offer training places to non-Member Councils, but at a premium rate.

A leaflet outlining the benefits of membership was submitted. The Clerk reported that Jackie Weaver (Chief Officer of ChALC) had offered to attend the January meeting to expand on the benefits of membership and to answer Members' questions.

RESOLVED: (a) That Mrs Jackie Weaver (Cheshire Association of Local Council's Chief Officer) be invited to address Members on 26 January 2015 prior to the start of the Parish Council meeting; and

(b) That a sum of £1,300 be added back into the budget; and

(c) That the Parish Council make a decision about affiliation in May 2015, when the fee would be due.

- Line 27 – Automated External Defibrillator (AED)

The order had been placed for the Cardiac Science G5 AED at a cost of £800. NW Ambulance Trust had been informed so that a representative could offer advice on the suitability of locations. The total amount listed to be spent before 31 March 2015 had, therefore, been amended to £1,200 (reduced from the £2,200 which was previously listed). This was to allow £400 for the cost of a temperature-controlled cabinet which was not included within the quotation approved at the November meeting.

A sum of £1,200 had been included in the proposals for 2015-2016 to allow for purchase of a second AED.

- Line 31 - Bus Shelters

The Clerk had contacted Cheshire East Council about the possibility of either match-funding or a contribution towards the cost of the bus shelter. The Officer responsible had confirmed that 50% funding was available. The broad estimate was £12,000 (for one). The Parish Council could, therefore, purchase two bus shelters; (a) one for location at Beconsall Drive; and (b) a second one in the vicinity of Minshull Country Nursing Home. Minshull New Road.

Cheshire East Council would need to survey each location to ensure (a) that the locations were suitable for bus shelters; and (b) that statutory undertakers had no cabling in close proximity.

The Clerk undertook to contact CEC to seek assurance that the Borough Council would 'adopt' the bus shelters, taking over responsibility for all future maintenance/repairs.

RESOLVED: That £12,000 be retained in the budget for the provision of two bus shelters, as discussed.

Members agreed the changes as discussed. These resulted in a budget of £42,630 (rounded), with a precept requirement of £27,400. The calculations were noted:

	£	£
Calculation of likely balance on 1 April 2015		
Balance at bank on 30 September 2014	20,560.00	
LESS Expected spend to 31 March 2015	(7,920.00)	12,640.00
ADD VAT Re-claim	2,604.00	<u>15,244.00</u>
Balance available on 1 April 2015 (rounded)	<u>15,244.00</u>	

Calculation of precept requirement

Budget for the forward year	42,630.00	
LESS Expected balance on 1 April 2015	(15,244.00)	27,386.00
Precept required (rounded)	<u>27,400.00</u>	

RESOLVED: (a) That a budget of £42,630 (rounded) be approved;

(b) That the Clerk be authorised to request a precept of £27,400 from Cheshire East Council; and

(c) That the Clerk's salary be increased to £5,330 per annum, in line with the latest NALC/SLCC recommendations for Clerk's salaries for 2014-2016.

(Note: The Clerk withdrew from the meeting prior to discussion of her salary and re-joined the meeting after the vote had been taken.)

144 AUTHORISATION OF PAYMENTS

RESOLVED: That the following payments be approved:

£775.20 ANSA Environmental Services (£646.00 net and £129.20 vat).

This was for the purchase of two bins at Thorntree and Perryfields playgrounds. The payment had been deferred on two occasions, pending the installation of the bins.

£84.20 HM Revenue & Customs -Tax on Clerk's salary
 £251.19 Mrs C M Jones – cost of consumables
 £45.45 Ink Cartridges and printing paper

£5.40 First class large-letter stamps for posting agendas to
Councillors B Palin and M Wilson. (90P per stamp)
£16.74 First class large-letter stamps for posting agendas.
The cost was increased from 31 March 2014 to 93P per stamp.

£183.60 Travel expenses for the period January 2014 – December 2014

Audlem-Minshull Vernon return = 34 miles @ tax-neutral rate of 45P per mile = £15.30 per journey. Attendance at a total of 12 meetings.

145 PLANNING APPLICATIONS

The Parish Council was invited to comment on the following applications:

- 14/5360N 16 Lyceum Way, Leighton
Erect second-storey (above existing garage) for form bedroom and bathroom plus, single-storey conservatory to rear.
Deadline date for observations: 24 December 2014.
- 14/5308C Brook House Farm, Brookhouse Lane, Minshull Vernon
Conversion of redundant agricultural building to form five residential units
Deadline date for observations: 7 January 2015.
- 14/5532N Proposed Log Cabin South of Pumping Station, Middlewich Road, Minshull Vernon.
Siting of a log cabin on land at Brindlewood for use as a holiday let.
Deadline date for observations: 7 January 2015.

RESOLVED: That no observations be made on planning applications Nos. 14/5360N, 14/5308C and 14/5532N.

146 REPORT OF MEMBERS APPOINTED TO OUTSIDE BODIES

Members appointed to outside bodies were invited to report on any recent meetings.

- Cheshire Association of Local Councils Area Meeting – 11 December 2014.

The Chairman had been unable to attend this meeting; however, the Clerk attended and her briefing note was submitted. The meeting had focused on Neighbourhood Planning and the status of Neighbourhood Plans within the context of the Local Plan.

RESOLVED: That '*Neighbourhood Planning*' be added as an agenda item for the January 2015 meeting.

147 SPEED WATCH

There was no data from the vehicle-speed display units on this occasion.

The Chairman reported that the Road Policing Unit had undertaken a recent high profile presence in the area, and this had been successful.

148 INFORMATION ITEMS

Members noted the following information *in lieu* of a Clerk's Report.

- 148.1** The surveyor who was due to undertake a survey of all trees in the parish for which the Parish Council was responsible, was unable to carry out the work until early January 2015.

148.2 The Staffing Committee had been due to hold a meeting on 18 December 2014. However, as there were insufficient Members available to constitute a quorum the meeting was to be re-arranged in 2015.

148.3 The Chairman reported on a meeting he had attended with Borough Councillor Derek Bebbington and CEC Officers.

Cheshire East Council owned land on Minshull New Road which was 'ear-marked' for 450 new homes.

Borough Councillor D N Bebbington and the Chairman had expressed their concern about the proposal to complete the build of all the homes but only partially-complete the road network. Councillor Bebbington was making arrangements for a further meeting with CEC Officers/Engineers to discuss this. The Chairman expected that he would also be able to attend the meeting.

The Parish Council itself had not been a party to these pre-planning consultations. In response to the Clerk's question, the Chairman stated that the Parish Council would be unlikely to be consulted formally until submission of a planning application.

149 SHARED INFORMATION

Members were able to share information.

- The Eight Farmers Public House had recently been the target of vandalism. It was understood that this had been carried out by one individual.
- Paul Reeves (Cheshire East Council Flood Alleviation Manager) had informed the Chairman that matters associated with the drainage scheme at Bradfield Green had now been resolved and the scheme would be started mid-January 2015.
- The Chairman reported on the meeting of the Police and Crime Commissioner held on 9 December 2014 at which time the Commissioner had outlined new arrangements for helping vulnerable people, especially the mentally-ill.
- The Chairman reported on the significant ground-work undertaken by Councillor M McGlone in readiness for Remembrance Sunday.

RESOLVED: That the Parish Council record its thanks to Councillor M McGlone for the work carried out around the war memorial at Bradfield Green in readiness for Remembrance Sunday.

150 MEETINGS – 2015

The following were the dates for the remainder of the Municipal Year. The dates for the remainder of the calendar year.

- 26 January
- 23 February
- 23 March
- 27 April
- 26 May – Annual Meetings (fourth Tuesday)

151 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 owing to the confidential nature of the business to be transacted and the public interest would not be served in disclosing that information.

152 TREE PRUNING/FELLING

Reason for exclusion: These matters are commercially-sensitive and the companies which have quoted would not wish their quotations to be made public.

The Clerk had contacted three contractors to seek quotations for inspection/pruning/felling of those trees in the parish which had been identified as requiring action.

There were no quotations available and this item was **DEFERRED** to the January 2015 meeting.

153 HILL TOP AND HOLE HOUSE FARMS LOCAL LIAISON COMMITTEE MEETING

Reason for exclusion: The meetings are convened by an outside body; they are not open to the public and confidentiality must, therefore, be respected.

The Minutes of the Local Liaison Committee meeting held on 26 June 2014 were received.

Approved

.....Chairman

The meeting commenced at 7.15 pm and concluded at 8.45 pm

APPENDIX: Approved Budget 2015-2016

Line No.	Items	Spend to 30 Sept 2014 £	Estimated Spend to 31 Mar 2015 £	Budget 2015-2016 £	Notes
Administration					
1	Printing newsletter	276.00	0.00	500.00	
2	Delivery of newsletter	432.00	0.00	500.00	
3	Clerk's expenses	39.44	200.00	200.00	
4	Clerk's gross salary			5,330.00	
4a	Clerk's net salary	2,022.96	2,025.00		
5	Tax on Clerk's salary	504.80	505.00		
6	CVS Cheshire East - payroll service	48.00	48.00	96.00	
Insurance/Audit/Subscriptions					
7	Internal Audit (C M Moulton)	50.00	0.00	60.00	
8	External Audit	240.00	0.00	250.00	
9	Cheshire Association of LCs aff fee	1,224.89	0.00	1,300.00	
10	Insurance	1,196.87	0.00	1,200.00	
Maintenance					
11	Maintenance of memorials	0.00	300.00	500.00	
12	Grounds maintenance	207.61	200.00	500.00	
12a	Tree pruning/felling	0.00	700.00	0.00	
12b	Survey of trees in parish		200.00	0.00	
Members					
13	Expenses	9.99	50.00	200.00	
14	Training fees	180.00	0.00	400.00	
15	Advertising in St Peter's newsletter		0.00	75.00	
16	Chairman's Allowance	250.00	0.00	250.00	
Grants/Donations					
17	Grants general	65.00	200.00	1,000.00	
18	S.137 Donations		0.00	500.00	
19	Website support and development	43.06		50.00	
Speed Watch Scheme					
20	Incidentals associated with the scheme	600.00	1,000.00	1,500.00	
Miscellaneous					
21	Wreath - Remembrance Sunday		17.00	20.00	

Line No.	Items	Spend to 30 Sept 2014 £	Estimated Spend to 31 Mar 2015 £	Budget 2015-2016 £	Notes
22	Family Day community event	0.00	0.00	0.00	Scheme deleted for 2015-2016
23	VOID CELL				
	Projects				
24	Playing fields equipment (Thorntree and Perryfields)	11,797.20	0.00	0.00	VAT of £1,966.20 to be re-claimed
25	War memorial - additional plaques		500.00	0.00	Purchase of green slate
26	Litter bin (Mills Way/Parkers Road)		775.00	0.00	Scheme amended part-way through the year and a bin was provided in each of two playgrounds (Thorntree and Perryfields)
27	Defibrillator(s)		1,200.00	1,200.00	
28	Addition of name to Freeman board	66.00	0.00	0.00	
29	Other Hon. Freeman expenses	73.00	0.00	0.00	
	New Projects (for 2015-2016)				
30	Two bus-shelters (1) Becconsall Drive vicinity (2) Minshull New Road	0.00	0.00	12,000.00	'Ring-fenced' funding: CEC to fund 50% of the cost.
31	Playground equipment	0.00	0.00	12,000.00	'Ring-fenced' funding
32	Reserves			3,000.00	
	TOTALS	19,326.82	7,920.00	42,631.00	

Footnote: Although the precept required is £27,400, Cheshire East Council will only collect £23,700 from households across the parish. This is to correct an over-collection of Council Tax of £3,700 during 2013-2014 and 2014-2015.