

**MINUTES OF A MEETING OF MINSHULL VERNON & DISTRICT PARISH COUNCIL
HELD AT ST PETER'S COMMUNITY HALL, MINSHULL VERNON, CREWE
ON 22 JUNE 2015**

PRESENT:

Councillor Les Horne	Chairman
Councillor M McGlone	Vice-Chairman
Councillor W T Beard	Councillor Linda Horne
Councillor B Palin	Councillor D Ridings
Councillor P Wright	

APOLOGIES: Councillor R Lee

Note: Councillors Linda Horne and B Palin, having been elected to the office of parish councillor on 7 May 2015, each signed their Declaration of Acceptance of Office.

22 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 at this point in the proceedings.

23 MINUTES – ANNUAL COUNCIL 18 MAY 2015

RESOLVED: That the Minutes of Annual Council held on 18 May 2015 be approved as a correct record and signed by the Chairman.

24 PUBLIC QUESTION TIME

There were no members of the public in attendance.

25 CO-OPTION

It was reported that former parish councillor Ian Baxter had expressed interest in being co-opted. He was working out of the country at present but expected to be at the next meeting.

Byron Evans, a former parish councillor, had expressed interest in being co-opted but had subsequently withdrawn.

26 POLICE MATTERS

PCSO Lawrence Price was not in attendance and there were no Police matters to report.

27 WAR MEMORIAL DEDICATION CEREMONY – 4 JUNE 2016

The Working Group of Members (Councillors W T Beard, Les Horne, D Ridings and P Wright) had met subsequent to the Annual Council meeting and recommended the following, for consideration by Members:

- 1) Provision of five flag poles and associated flags (UK, Poland, Australia, New Zealand and an RAF flag).
- 2) Safety barriers to be provided along road verge
- 3) Bugler to play 'Last Post'.
- 4) Invitation to be sent to -
 - Air Cadets – both Crewe and Nantwich
 - RAF representatives
 - Local Polish community – to be represented by a small group

- 5) Ask Minshull's Nurseries if it would be willing to providing parking facilities on the day.
- 6) Ask the Royal British Legion for advice on protocol.
- 7) Unveiling of the plaques: to consider who would be the most appropriate. The Group had suggested Steve Bratt as he had carried out all the research.
- 8) Ask Bentley Motors if it would be willing to provide its executive coaches to provide transport to and from St Peter's Community Hall/Minshull's Nurseries (the closest location to the war memorial).
- 9) RAF to be asked about the possibility of a fly-past by any WWII aircraft.
- 10) Acquisition of blue velvet covers for the unveiling.
- 11) Media coverage to include the Chronicle, BBC North-West and Granada News.

RESOLVED: That the following actions be agreed/noted:

- (a) The quotation from JEF Scaffolding, in the sum of £400.00 VAT be accepted for the following:
 - Hire, erection and dismantling of 50 x crowd-control barriers delivered to the venue at a time to be agreed; and collected after the event, together with 5 x flag-poles and bases; mounting of flags (to be provided by the Parish Council) prior to erection. (The price was based on a one-day hire period.);
- (b) Councillor Wright to enquire into the height of the flag-poles;
- (c) Appropriately-sized flags for the UK, Poland, Australia and New Zealand be hired;
- (d) There would be special arrangements for the provision of an RAF flag (possibly to be provided by the local Air Cadet units);
- (e) Invitations to be extended to both the Crewe and Nantwich branches of the RAF Air Cadets;
- (f) In due course, Stuart Kay of the Royal British Legion, to be asked to attend a Parish Council meeting to offer advice on protocol for the ceremony;
- (g) The Chairman to make enquiries of the former leader of the local Polish community to ensure that invitations were issued to Polish nationals who represented the local settled Polish community after WWII;
- (h) RAF (Shawbury) to be asked to consider a fly-past by a WWII aircraft;
- (i) Bentley Motors to be asked to provide its executive coaches to transport people between St Peter's Community Hall and the War Memorial;
- (j) Media coverage to comprise BBC North-West, Granada News, Central Television, Radio Stoke, Signal Radio, Red Shift Radio, local press, including The Sentinel;
- (k) Press releases to be issued no earlier than December 2015;
- (l) To note (a) that Oxleys would consider providing blue velvet drape for unveiling the new plaques; and (b) Oxleys had not yet ordered the green slate but would arrange this in the near future;
- (m) The Chairman to ask Steve Bratt (the researcher) if he would be willing to unveil the plaques;
- (n) Councillor W T Beard to make arrangements for a bugler to play 'The Last Post';
- (o) The Ministry of Defence to be asked to provide a Chaplain to perform the dedication ceremony; and
- (p) Contact to be made with Derek Griffiths (Events Manager) Cheshire Constabulary to inform him of the arrangements.

28 STAFFING COMMITTEE

The Parish Council was invited to consider appointing a fifth Member to the Staffing Committee.

This matter was deferred to the next meeting.

29 FINANCIAL MATTERS

29.1 AUTHORISATION OF PAYMENTS

RESOLVED: That the following payments be authorised:

HM Revenue & Customs

£88.80 Tax for Month 2 (May) (this was due at HMRC by 19 May)
£88.80 Tax for Month 3 (June) (due by 19 June)
£88.80 Tax for Month 4 (July) (due by 19 July).

£171.72 Mrs C M Jones – reimbursement for the following:
Telephone account: March – May inclusive £29.02
Ink cartridges £35.60
Travel (six meetings and visit to Bright Stars Nursery) £107.10
The last travel claim was made in December 2014 for the period up to and including December 2014.
The mileage was Audlem-Minshull Vernon return = 34 miles @
Tax neutral rate of 45P per mile = £15.30 per journey

£84.00 Zero Signs & Digital Ltd: Collection of notice-board and re-delivery (£70.00 net and £14 VAT)
Although this was a pro-forma invoice, the company had re-delivered the damaged notice-board to Councillor McGlone as a goodwill gesture.

£84.00 A D Bennion – parish field grass-cutting (£70 net and £14 VAT)

It was noted that invoices from Suddenstrike, MBE Electrics and Charlie Ashworth, were awaited.

29.2 GRANT APPLICATION – LEIGHTON ACADEMY

The Parish Council considered a grant application from Leighton Academy Parent Teachers and Family Association (PTFA). The grant was to assist in the funding of the purchase of a portable PA system, the cost of which was £320 plus £80 VAT.

RESOLVED: That as grant of £320 be made to Leighton Academy PTFA.

29.3 GRANT APPLICATION – MABLINS LANE SCHOOL

At the previous meeting, the Parish Council approved a grant of £470 to enable Mablins Lane PTA to fund the cost of its proposed activities at the summer fair. Subsequent to that, and before the cheque was posted, the PTA advised that the cost had reduced to £370 as not all of the activities were able to be included.

The Parish Council was, therefore, asked to approve a replacement cheque for £370.

RESOLVED: That a replacement cheque for £370 be issued to Mablins Lane School PTA (to replace the cheque for £470 authorised at the meeting held on 18 May 2015).

30 CLERK'S REPORT

There was no Clerk's report on this occasion.

31 OUTSTANDING MATTERS

The following were the current outstanding matters and were reported for information/update/decision.

31.1 NEIGHBOURHOOD PLANNING

The Parish Council had agreed to prepare a Neighbourhood Plan but no arrangements had yet been put in place. Members were invited to consider if this should be deferred until there

were additional parish councillors or set up a working group to carry out initial investigative work before the formal part of the process.

RESOLVED: (a) That a Neighbourhood Plan working group be established to give initial consideration to the preparation of a Neighbourhood Plan for the area; and

(b) That Councillors Les Horne, Linda Horne, D Ridings and P Wright be appointed to the working group.

31.2 FLOOD ALLEVIATION SCHEME

Paul Reeves – Flood Alleviation Manager, had been due to update the Council at its meeting on 27 April 2015 but had been unable to attend for personal reasons. Mr Reeves had provided an update in an e-mail which had been forwarded to Members. It was noted that discussions with the third-party landowner had concluded and that the start date for the scheme was week commencing 24 August 2015, with 11 weeks allocated to complete the work.

Mr Reeves had undertaken to attend a Parish Council meeting in either July or August to provide the Council with final scheme details.

31.3 REDUCTION IN COUNCIL SEATS

The Clerk had contacted Cheshire East Council Elections Office to ask CEC to consider reducing the number of seats on the Council.

The first stage would be to send a formal letter to the Council asking for consideration of the reduction in numbers; stating how many it should be reduced to; and the reasons for the request. This would then be considered by the Council, probably by the Constitution Committee in the first instance, at which stage the Committee would decide whether to proceed with a Community Governance Review (CGR).

If approved, a CGR would be conducted to undertake consultation on the proposal and to consider feedback received before a final decision was made. It was noted that a CGR could potentially be wider than simply considering the number of parish councillors. The Borough Council would need to take into account the relevant legislation to determine how the review should be conducted. There was also an issue of timing as other parish councils may be in a similar position to Minshull Vernon & District.

In terms of elector/parish council numbers, although legislation indicated the minimum number of councillors for a parish council (five) there was no maximum and there was no link between the number of councillors and electors. The National Association of Local Councils recommended seven parish councillors as a minimum; and 13 parish councillors for between 4,400 and 5,400 electors.

The Parish Council was invited to consider if a formal request should be issued to Cheshire East Council.

RESOLVED: (a) That a letter be sent to Cheshire East Council requesting that consideration be given to reducing the number of seats on the Council by a total of four (from 22 to 18);

(b) That the Borough Council be recommended to make reductions as follows:

Leighton Rural	from 3 seats to 2 seats
Leighton Urban	from 8 seats to 7 seats
Minshull Vernon	from 7 seats to 6 seats
Woolstanwood	from 4 seats to 3 seats

(c) That the reasons for the request be as set out in Minute 216.2 (27 April 2015).

31.4 NOTICE-BOARD (FORMERLY AT PARKERS ROAD)

The Clerk had placed an order with Whitehill Direct for a replacement door for the damaged notice-board.

31.5 PURCHASE OF PLAY EQUIPMENT – JAMES ATKINSON WAY PLAY AREA

The Clerk had contacted Cheshire East Council (ANSA) to request -

- The equipment be installed by CEC (or ANSA) free-of-charge.
- That responsibility for future maintenance, repair and replacement of the equipment be accepted by Cheshire East Council.
- Advice on whether formal permission was required to install the equipment on the play area.

The Officer at ANSA had asked the Clerk to liaise with one of his colleagues to establish the full scope and cost of the project, following which there would be an assessment of whether CEC had sufficient resources.

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

31.7 QUOTATIONS FOR PRINTING/DELIVERY OF THE ANNUAL REPORT

Members considered two quotations for printing of the annual report. The first quotation was divided into two: (1) quotation for delivery only; and (2) quotation for delivery based also on printing the report. The second quotation was for printing only.

31.7 (a) Re-admittance of Press and Public

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

31.7 (b) Accepted Quotation

RESOLVED: (a) That the quotation submitted by The Leaflet Team be accepted for printing and delivery of 3000 copies of the Annual Report in the total sum of £285.00 (excl VAT); and

(b) That it be noted that the distribution would be a solus distribution, ie the Annual Report would be the only document distributed.

32 INFORMATION ITEM

Brian Silvester, as a Rope Parish Councillor and Member of UKIP, had written to the Crewe Chronicle about the success of UKIP in the local elections. The Clerk had sent a response to the editor of the Crewe Chronicle explaining the apolitical nature of Minshull Vernon & District Parish Council.

33 AUTOMATED EXTERNAL DEFIBRILLATOR

33.1 PAEDIATRIC PADS

Bright Stars Nursery had asked if the Parish Council would consider purchasing paediatric pads for the AED. Nick Blair (NW Ambulance Trust) had confirmed to the owner (Sharon Johnson) of Bright Stars Nursery that the adult-sized pads could be used for children, but the process was somewhat different.

Members considered that people needing to use the AED would be in a highly-charged emotional state and to add other kit could cause unnecessary confusion. Moreover, the AED was for use by the general public rather than nursery staff/patrons only.

RESOLVED: That Bright Stars Nursery's request for paediatric pads be declined.

33.2 PRESS RELEASE

A press release had been sent to Crewe Chronicle to give publicity to the location of the AED which had now been fitted to the wall of Bright Stars Nursery.

The Clerk reported that Mr Blair had indicated that NW Ambulance Trust would be unable to carry out any awareness sessions until July/August at the earliest.

34 PLANNING APPLICATIONS

The Parish Council was invited to comment on the following planning applications.

Councillors Linda Horne and D Ridings each declared a personal interest in planning application No. 15/2295|N on the basis that they were both governors of Leighton Academy.

15/2547N	156 Bradfield Road, Crewe, CW1 3RQ New dwelling on land adjoining 156 Bradfield Road
15/2295N	Leighton Primary School, Minshull New Road Proposed car park extension and alterations
15/2282N	Spring Farm, Moss Lane, Minshull Vernon Steel-framed portal building for agricultural use

RESOLVED: That no objections be raised to planning applications Nos. 15/2547N, 15/2295N and 15/2282N.

35 SPEED WATCH

There were no speed watch matters to report.

36 SHARED INFORMATION/OUTSIDE BODIES

Members were able to share information which had not been available at the time of publication of the agenda or to report on attendance at recent meetings of outside bodies. This was also an opportunity for any Borough Councillors in attendance to report on any Cheshire East Council matters of interest.

The following matters were raised:

- A meeting of the Hill Top and Hole House Local Liaison Committee had been held on 18 June 2015.
- Development land at Leighton West had been re-named 'Leighton Green'. The proposed development would include a new school whose management arrangements would fall under Leighton Academy.
- Bloor Homes development on Parkers Road. A pedestrian crossing was to be located between Beconsall Drive and the traffic lights.
- The Chairman had called for a meeting with Borough Councillor Michael Jones, Councillor Derek Bebbington and Chris Shields of Cheshire East Highways to discuss highways matters in the parish.
- The Chairman thanked Councillor McGlone for recent work on the parish field.

37 DATE OF NEXT MEETING

27 July 2015

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

39 HILL TOP AND HOLE HOUSE FARMS LOCAL LIAISON COMMITTEE
(Reason for exclusion: The minutes were confidential at the request of EDF Energy.)

The Parish Council received the Minutes of a meeting held on 22 January 2015.

Approved

.....Chairman

The meeting commenced at 7.15 pm and concluded at 9.00 pm