

**MINUTES OF A MEETING OF MINSHULL VERNON & DISTRICT PARISH COUNCIL  
HELD AT ST PETER'S COMMUNITY HALL, MINSHULL VERNON, CREWE  
ON 23 MARCH 2015**

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

Councillor W T Beard Councillor Linda Horne  
Councillor R Lee Councillor B Palin  
Councillor D Ridings Councillor P Wright

**APOLOGIES:** Councillors I Baxter and M Wilson

**188 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.

**189 MINUTES**

**RESOLVED:** That Minutes of the Meeting held on 23 February 2015 be approved as a correct record and signed by the Chairman.

**190 POLICE MATTERS**

PCSO Lawrence Price was not in attendance.

**191 PUBLIC QUESTION TIME**

A member of the public addressed the Parish Council.

**192 CLERK'S REPORT**

The Clerk's report was received for information and included the following:

- Election arrangements 7 May 2015
- Delay in installation of lay-by on Minshull New Road
- Minutes of the Cheshire Association of Local Councils Area Meeting 26 February 2015

**193 REPORT OF BOROUGH COUNCILLORS**

There were no reports from Borough Councillors.

**194 AUTOMATED EXTERNAL DEFIBRILLATOR (AED)**

It was reported that NW Ambulance Trust had inspected the Bright Nursery premises and confirmed that the building was suitable for the AED to be located. As soon as the cabinet was delivered, arrangements could be made for this to be installed.

The Clerk advised that at a future meeting, Members would need to decide on publicity for the equipment, any training required and a programme to ensure that the local community was made aware of the location of the equipment.

The Clerk also suggested that the following issues be addressed.

- Need to provide assurance to staff at Bright Stars Nursery and any other potential user of the equipment that they will not be legally liable in the event of resuscitation efforts failing.

- Potential users would need to be assured that they could not worsen a patient's condition by using the equipment.
- CPR on the patient was essential prior to use of an AED as one-third of sudden cardiac arrests occurred when there was only one other person present at the time of the arrest.
- The Parish Council might need to prepare a policy/protocol document which identified the Council's emergency response plan.
- Guidance suggested that debriefing should be provided for anyone involved in a resuscitation attempt, regardless of the outcome, but particularly where a patient had died. This would be likely to be carried out by professional health agencies rather than the Parish Council.

Members did not accept that there was a requirement to do other than make the community aware of the location of the equipment. As the equipment was automated with voice-prompted responses, training was unnecessary.

The Clerk was asked to seek the advice of NW Ambulance Trust about the need for arranging an awareness session for residents.

#### **195 NEIGHBOURHOOD PLANNING**

It was reported that Tom Evans, Cheshire East Council Spatial Planning Team would attend the meeting to be held on 27 April 2015 to discuss Neighbourhood Planning.

#### **196 DEDICATION CEREMONY 4 JUNE 2016 – WAR MEMORIAL, BRADFIELD GREEN**

The Clerk had taken the following action in respect of the dedication ceremony to be held in June 2016:

- Letter sent to the Chief Constable, Cheshire Constabulary, advising of the event.
- Letter sent to CE Highways advising of the event.
- Letter sent to the Communications and Media Relations Officer at Bentley Motors to enquire if the company would be willing to provide cars for transport for the two High Commissioners and the Ambassador.
- Letter to RAF Shawbury extending an invitation to the Group Captain and also to enquire into the possibility of an RAF Chaplain conducting the ceremony.
- E-mail to Oxleys enquiring into the current location of the green slate.
- Invitation letters had been issued to the following:
  - The High Commissioners for Australia and New Zealand and the Ambassador of the Republic of Poland.
  - The Worshipful the Mayor of Cheshire East Council
  - Leader of Cheshire East Council

A list of those who were killed in the plane crashes was submitted for information.

Brief reference was made to the order in which they should be listed on the plaques. The Chairman had discussed this with former Parish Council chairman (Major D C Forrest) who had advised that they should be listed in rank order with first name, middle initial and then surname.

The meeting was suspended for a short time to allow Steve Bratt, who had carried out research into the names of the deceased air crew, to speak on the item.

The meeting then re-convened.

The Parish Council was invited to consider setting up a small working group which could give detailed consideration to the arrangements for the ceremony, reporting back to the Parish Council as and when appropriate.

- RESOLVED:** (a) That a working group of Members be established to give detailed consideration to the arrangements for the Dedication Ceremony to be held on 4 June 2016;
- (b) That Councillors W T Beard, Les Horne and P Wright comprise the working group; and
- (c) That the Clerk follow-up with Oxleys in respect of the green slate for the plaques.

## 197 FINANCIAL MATTERS

### 197.1 Authorisation of Payments

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

£84.20                      HM Revenue & Customs -Tax on Clerk's salary

#### Tree Survey:

The invoice and report following the tree survey by Charlie Ashworth, had not yet been received. The Clerk would follow-up this matter with the surveyor.

### 197.2 Renewal of Insurance: Zurich Insurance

The 3-year long-term agreement would end on 31 March 2015 and the Parish Council was invited to consider if it wished to renew for 1 year, 3 years or 5 years. The figures were noted:

1 year	£1,064.512
3 years	£1,022.55
5 years	£980.59

**RESOLVED:** That the Parish Council accept a 5-year long-term agreement with Zurich Municipal for provision of insurance at a fee of £980.59.

### 197.3 Amendment to Bank Mandate

The Parish Council had agreed to increase the Clerk's salary with effect from 1 April 2015 from £4,854 per annum to £5,330 per annum. Members were asked to approve a change to the bank mandate in respect of the Clerk's net salary which was paid monthly by standing order.

**RESOLVED:** That the bank mandate in respect of Mrs C M Jones' monthly salary be amended from £337.16 per month to £355.33 per month, with effect from 1 April 2015.

### 197.4 New Audit Framework

It was reported that on 31 March 2015 the Audit Commission would close. The Local Audit and Accountability Act 2014 introduced a new audit framework for local public bodies, based on local procurement and appointment of auditors. Within the new framework, the Comptroller and Auditor General (Head of the National Audit Office) was responsible for preparing the Code of Audit Practice, which set out what local auditors were required to carry out to meet their statutory responsibilities under the Act.

The draft Code was laid before Parliament on 12 January 2015 and was expected to be approved by 1 April 2015. Once approved, the new Code would take effect for the audit of 2015-16 financial statements.

Individual local authorities would appoint their own external auditors once the current contracts for audit services came to an end. This was expected to take place in 2017, although the government could extend the existing contracts.

Whilst the principle of local appointment would also apply to the external auditors of parish councils, the Secretary of State may specify a body to provide a centralised audit

appointment and parish councils would be included within such arrangements unless (a) they did not meet the criteria of a small authority or (b) chose to opt out.

The Parish Council would be kept updated as guidance emerged.

#### **198 GRANT APPLICATION**

The Parish Council considered a grant application from Leighton Academy. The grant was for the purchase of a slush machine (or a contribution towards the cost). The full price was £1,572 (including VAT £262).

The Clerk advised that if the Parish Council was minded to make a grant for the full amount the VAT could not be recovered. Moreover, as the total budget for both 2014-2015 and 2015-2016 would be exhausted, funding would need to be vired from another budget head.

There was a sum of £200 for grants remaining in the budget for 2014-2015 and a sum of £1,000 for grants allocated in 2015-2016.

**RESOLVED:** That a grant of £200 be made to Leighton Academy as a contribution towards the purchase of a slush machine.

#### **199 PLANNING APPLICATION**

Members were invited to comment on the following planning application, a copy of which was available for inspection.

14/4950N – Land north of Parkers Road, Leighton  
Reserved matters for approval for Phase 2B – residential  
development of 223 dwellings, following outline element of application  
11/1879N

**RESOLVED:** That no comments be made in respect of planning application No. 14/4950N.

#### **200 STREET NAMING**

##### **200.1 New Street-Naming – Bloor Homes development off Parkers Road**

Cheshire East Council was consulting on the proposed new street names to be allocated to the Saxon Gate development off Parkers Road.

The proposed names were:

- Great Tithes Place
- House Yard Close
- Picking Drive

For the western section of the site the proposal was to use a theme honouring notable Second World War servicemen from the Crewe area. The Crewe Branch of the Royal British Legion had been asked for suitable candidates for this theme and gave its support to the following names:

- Philip Taylor Drive
- Ernest Cope Road

**RESOLVED:** That the Parish Council express no preference for any of the names suggested.

##### **200.2 New Street-Naming – Flowers Lane**

Cheshire East Council was also consulting on proposed street names for a road off Flowers Lane, Leighton (Application No. 12/3727N).

The applicant had suggested 'Manor Orchard Close' because the land was the former orchard of the adjacent Manor Farm Lodge.

The following names had also been suggested as their second and third choices:

- Manor House Drive
- Manor Farm Drive

**RESOLVED:** (a) That the Parish Council support the name 'Manor Farm Drive' for the proposed street name on land off Flowers Lane; and

(b) That Cheshire East Council be asked to consider the name of the late Gordon Geddes for any future street names on the basis that he had been the Vicar at St Peter's Church and had also been the Chaplain for both the Royal British Legion and Leighton Hospital.

## 201 REPAIR TO NOTICE-BOARD

It was reported that the notice-board at Walley's Green had been transferred to Parkers Road to replace the damaged notice-board. Councillor McGlone was currently storing the damaged notice-board.

The Clerk had contacted Zero Signs in Crewe which had estimated that the damaged notice-board would cost approximately £100 to repair. The Clerk had authorised the company to make arrangements to collect and repair the notice-board.

The board had not yet been collected. In the meantime, the Clerk was asked to review the original order, a Member commenting that the 'Perspex' doors were intended to be vandal-proof.

## 202 FLOOD ALLEVIATION SCHEME – BRADFIELD GREEN

Paul Reeves (Flood Alleviation Manager at Cheshire East Highways) had provided the following progress report on the drainage scheme at Bradfield Green.

*The scheme for Bradfield Green had been programmed for construction towards the back end of 2015 and into 2016. Environment Agency approvals had been secured together with the necessary funding programmed for construction start activity this year into the next financial year.*

*A significant part of the scheme required works on third party land which required agreements to be reached with affected landowners. In the main, these also had now been secured for technical aspects of the proposed works and these had been technically reviewed by landowner independent drainage engineers. CE Highways had failed to reach agreement on compensatory payments for third party land affected by the new ditch work despite their efforts.*

*CE Highways had now reached a stage where a further meeting had been arranged with the individual landowner concerned, together with the Cheshire East Valuer to try to reach agreement on the appropriate and reasonably justified payment that fairly reflected the losses incurred and directly resulting from the planned works.*

*These discussions had taken rather longer than CE Highways anticipated; hence the current delay. This further meeting was currently scheduled to take place on Monday 16 March 2015 and both the Cheshire East Council Valuer and Paul Reeves, Flood Alleviation Manager, would be in attendance to try to expedite a satisfactory solution.*

*Pending the outcome of these discussions, the scheme still remained technically and economically sound, but an element of re-programming would be necessary which may have implications for CE Highways' current grant funding allocation this year.*

*This was not uncommon for major and complicated projects such as this and Paul Reeves would be discussing these aspects directly with the Environment Agency to ensure that funding remained available for the scheme of works, for delivery at the earliest opportunity once all necessary agreements and legal aspects had been fully resolved.*

Members noted the background to the scheme.

- In August 2010 Cheshire East Highways was asked to investigate the possibility of carrying out repairs to the drainage system at Bradfield Green.
- In December 2010 it was reported to the Parish Council that some of the drainage problems were related to a particular landowner's non-clearance of the ditches on his land. At that meeting, the Council was asked if it wished to undertake a survey of the drainage system in the area, but decided against it.
- In April 2011 the Clerk made enquiries of Cheshire East Highways about drainage in Bradfield Green. The comments received were to the effect that a scheme carried out two years previously had been designed to relieve the pressure on the existing carrier drain which ran behind the properties from Moss Lane to Flowers Lane, eventually out-falling across the fields on Eardswick Lane. It was further reported that since that scheme had been completed, no flooding had been reported to Highways. It had also been reported that in the short term CE Highways had no plans to upgrade/replace any existing highway drainage systems in the parish.
- In January 2013, the Vice-Chairman reported on major flooding in the vicinity of Moss Lane. He had discussed this with Paul Reeves who said that there was a potential source of funding available to undertake investigative work to try to identify the problem. Paul Reeves and Matt Tandy agreed that following the investigation (at that time no date was given for this work) they would attend a Parish Council meeting to inform Members of the situation.
- At the meeting held on 28 October 2013 the Chairman reported that the Flood Alleviation Manager (Paul Reeves) had nearly completed the survey in respect of the drainage in the area. The Chairman also reported that he had met with the Leader of the Borough Council earlier that day, at which time this scheme had been discussed.
- In April 2014 the Chairman reported that he had been in contact with Paul Reeves and Matt Tandy in respect of an update on the scheme. No details were included in the Minutes of that meeting as it had been raised under 'Shared Information'.
- Paul Reeves and Matt Tandy attended the Parish Council meeting in July 2014 at which time they stated that the work would commence in the financial year 2014-2015 with some carry over into the next financial year.
- The matter was raised again at the February 2015 meeting under 'Shared Information'.

**RESOLVED:** That the Clerk write to the Flood Alleviation Manager urging the Borough Council to expedite matters, including all legal remedies available to ensure that the problems with the landowners were resolved at the earliest opportunity.

## 203 MOLES – BRADFIELD GREEN

The Parish Council was invited to consider if any action should be taken to kill the moles which were 'occupying' the land around the war memorial at Bradfield Green. If the Parish Council approved the action, the company engaged to carry out the work should be reputable to ensure that the moles were killed humanely. The British Pest Control Association listed registered companies and the Clerk could seek quotations if required.

The Clerk reported that her enquiries had revealed that moles could not be re-located successfully.

**RESOLVED:** (a) That the Clerk be authorised to select a pest control company which was registered with the British Pest Control Association; and

(b) That the selected company be asked to kill the moles at Bradfield Green, in a humane manner.

**204 SPEED WATCH**

There were no matters to report.

**205 SHARED INFORMATION**

There were no shared items.

**206 DATE OF NEXT MEETING**

**27 April 2015**

.....Chairman

The meeting commenced at 7.15 pm and concluded at 8.30 pm

Approved