

**MINUTES OF A MEETING OF MINSHULL VERNON & DISTRICT PARISH COUNCIL
HELD AT ST PETER'S COMMUNITY HALL, MINSHULL VERNON, CREWE
ON 26 JANUARY 2015**

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

Councillor Linda Horne Councillor R Lee
Councillor M Wilson Councillor D Ridings
Councillor P Wright

IN ATTENDANCE: Jackie Weaver Chief Officer, Cheshire Association of Local Councils
PCSO Lawrence Price

APOLOGIES: Councillors I Baxter, W T Beard and B Palin

Notes:

- (1) Prior to the start of the meeting, PCSO Lawrence Price reported on recent criminal activity in the parish;
- (2) Jackie Weaver, Chief Officer of the Cheshire Association of Local Councils (ChALC), outlined the benefits of town and parish councils being affiliated to ChALC.

Mrs Weaver and PCSO Price withdrew from the meeting after their respective presentations.

154 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.

155 MINUTES

RESOLVED: That Minutes of the Meeting held on 22 December 2014 be approved as a correct record and signed by the Chairman.

156 PUBLIC QUESTION TIME

There were no members of the public in attendance.

157 POLICE REVIEW 2014

A copy of the Police Review 2014 had been issued to Members on 1 January 2015.

158 CASUAL VACANCY

It was reported that Michelle Bromhead had resigned from the Parish Council with effect from December 2014.

Where a casual vacancy occurred within six months before the day on which the Councillor whose office was vacant would normally have retired, an election to fill the vacancy shall not be held; the Parish Council, nevertheless, may fill the vacancy by co-option if it wishes.

The Parish Council was invited to consider if the vacancy should be advertised with a view to co-opting before the elections in May 2015.

Over half the Parish Council seats were vacant, and the website carried a standing item about vacancies. In view of this, Members agreed that no other steps should be taken to advertise the vacancy.

RESOLVED: That the vacant seat caused by Michelle Bromhead's resignation, remain vacant to be dealt with at the elections on 7 May 2015.

159 STAFFING COMMITTEE

A consequence of Michelle Bromhead's resignation was that there was now a vacancy on the Staffing Committee. The Parish Council was invited to appoint a Member to fill the vacancy. Current membership was noted:

Substantive Members: Councillors W T Beard and M McGlone

Substitute Members: Councillors N Bradley and P Wright

RESOLVED: That Councillor D Ridings be appointed as a substantive Member of the Staffing Committee.

160 AUTOMATED DEFIBRILLATOR UNIT (AED)

160.1 Location of AED

It was reported that the following had agreed to an AED being affixed to the outside wall of their premises:

- Bright Stars Nursery on Parkers Road (reported to the December meeting)
- Eight Farmers Public House

RESOLVED: (a) That Bright Stars Nursery be selected for installation of the AED which had now been received; and

(b) That NW Ambulance Trust be asked to assess the suitability of the premises.

160.2 Cabinet for AED

The company which had been awarded the contract for the AED (Cardiac Science) had provided two quotations for a temperature-controlled cabinet to house the AED. No other two quotations had been sought.

- (1) Aivia 210 cabinet £415.00 plus VAT and provides heating, lighting, electronic keypad, alarm and battery back-up with water ingress protection of 4; and
- (2) CE-Tek cabinet made from mild steel, costing £520 plus VAT with heating, lighting, a locking keypad and water ingress protection of 5.

RESOLVED: That the quotation submitted by Cardiac Science be accepted in the sum of £520 plus VAT, for the provision of a CE-Tek mild steel cabinet with heating, lighting and a locking keypad.

161 FINANCIAL MATTERS

161.1 Authorisation of Payments

RESOLVED: That the following payments be authorised:

£84.20	HM Revenue & Customs -Tax on Clerk's salary
£972.00	Cardiac Science (£800.00 net plus £162.00 vat and £10 carriage – purchase of Powerheart G5 external defibrillator)

161.2 Internal Audit Arrangements

Quarterly Receipts and Payments Statements were submitted to the Council in July, October, January and April. To provide a clearer audit trail, the Clerk suggested that the Chairman and one other councillor initial both the Receipts and Payments statement and the bank statements on each occasion they were submitted, to show that the bank reconciliation as presented by the Clerk, was accurate.

RESOLVED: (a) That quarterly Receipts and Payments Statement be initialled by the Chairman and one other parish councillor at each submission; and

(b) That the bank statements for the same period also be initialled to ensure that the bank reconciliation, as presented, was accurate.

161.3 Receipts and Payments – 1 April 2014 – 31 December 2014

RESOLVED: That the Receipts and Payments statement for the period 1 April 2014 – 31 December 2014 be approved.

162 PLANNING

162.1 Planning Applications

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

14/5232N Land at Flowers Lane, Leighton.
Outline application for residential development. Seeking approval on all the reserved matters on application 12/3727N

15/0038N 17 Lodgefields Drive, Woolstanwood
Replacement of existing single detached garage in same position.

RESOLVED: That no objections be raised on planning applications Nos. 14/5232N and 15/0038N.

162.2 Planning Development in Cheshire East Borough Letter to Secretary of State

John Cornell, who was the Chairman of the Crewe & Nantwich Area Meeting had asked town and parish councils in the area to support an initiative to send a letter to Eric Pickles, the Secretary of State; Edward Timpson MP; Councillor M E Jones, the Leader of Cheshire East Council; and Michael Suarez, the Chief Executive of Cheshire East Council in respect of the pressure for development within the local area.

A copy of the proposed letter was submitted which was intended for signature by the Chairman of the Crewe and Nantwich Area Meeting.

RESOLVED: That the Parish Council support the proposed letter to be sent to the Eric Pickles, Secretary of State *et al* on behalf of parish councils in the Crewe and Nantwich area.

162.3 Neighbourhood Planning

At the previous meeting, it had been suggested that the Parish Council consider whether a Neighbourhood Plan would be appropriate for the area.

Members considered the Clerk's report which outlined the procedure for preparation of a Plan. Following discussion, it was –

RESOLVED: That the matter be considered at the next meeting.

163 ADDITION OF NAMES TO THE WAR MEMORIAL

The Parish Council gave initial consideration to arrangements for a ceremony to mark the 75th anniversary of the air crashes in the parish during WWII.

The Chairman had now received a list of all 22 air crew who had died. A broad estimate of the cost of inscribing the names on the slate was £2,400. It was suggested that to reduce the cost, the ranks be omitted; an alternative would be to use first names and surnames, with middle and other names being represented by initials only, although no decision was taken at this stage.

RESOLVED: That the following be agreed:

- Although the anniversary of the crash was the 4 February, the ceremony be held on Saturday, 4 June 2016 at 1.00 pm;
- The Clerk arrange to book the community hall for the event;
- A list of dignitaries be prepared;
- The Clerk draft a letter of invitation to the ceremony, to be issued to parish councillors for comment;
- Cheshire East Council be asked to release the grant of £2,500 (under the war memorial grant scheme) during the financial year 2015-2016; and
- The Clerk enquire into the availability of the green slate, an order for which had been placed with Oxleys.

164 SPEED WATCH

There were no specific matters to report. The Chairman had asked PCSO Lawrence Price to arrangement engagement days with the local schools.

165 WEBSITE ADVERTISING

The Clerk had been contacted by a local company which was interested in advertising either in the newsletter and/or on the website. Members were invited to consider this as a general policy.

On balance, Members agreed that if advertising were to be permitted either on the website or in the newsletter, this could be perceived as an endorsement of the business itself. Moreover, the website was currently hosted and supported by Councillor McGlone on a volunteer basis and any advertising would add to this workload.

RESOLVED: That the website and the newsletter continue to carry Parish Council-related matters only.

166 INFORMATION ITEMS/CORRESPONDENCE

Members noted the following matters for information only.

- The Clerk had prepared a guidance note for the three newly co-opted councillors to assist them to understand their own role and that of the Parish Council. A copy was made available for other councillors.
- A copy of the Members' attendance record for 2014 was received.
- The survey of trees, for which the Parish Council was responsible, was to be carried out imminently. A report from the Surveyor was due in the next two weeks.
- Cheshire East Highways Officers had made contact with town and parish councils to introduce themselves. Phil Grocott was the Local Highways Officer for the Crewe and Nantwich LAP area and had offered to discuss highways matters during the Summer months.

Wayne Ashdown was the Network Management Team Leader and had offered guidance on new legislation which came into force in October 2014.

- The Chairman had recently been in discussion with John Minshull of Minshull's Nurseries who was willing to plant-up a flower bed at the Bradfield Green war memorial, and maintain it twice a year with seasonal plants. Mr Minshull was unwilling to fund the construction of a flower-bed.

**167 ELECTIONS – 7 MAY 2015
(CHANGE OF DATE FOR ANNUAL PARISH COUNCIL MEETING)**

The following was the broad timetable for the elections on 7 May 2015.

- Publication of notice of election Not later than Monday 30 March 2015
- Delivery of nomination papers (ie by candidates for election to Borough Council Head Office in Sandbach) Any working day during the hours stated on the Notice of Election until 4.00 pm on Thursday, 9 April 2015
- Publication of Statement of Persons nominated 10 April 2015

All councillors retired together at midnight on Monday, 11 May 2015. The annual meeting of the Parish Council must take place on the fourth day after the date of the elections (11 May 2015) or within fourteen days thereafter (by Monday, 26 May). The Parish Council's May meeting was scheduled to be held on **Tuesday, 27 May.**

The Parish Council is invited to consider revising the date of the May meeting to Monday, 18 May to comply with the regulations. If the community hall was not available, the meeting could be held at Leighton Academy.

- RESOLVED:** (a) That the Parish Council's meeting in May be re-arranged to Monday, 18 May;
- (b) That the meeting be held in the community hall subject to availability; and
- (c) That in the event of the community hall being unavailable, the meeting be held at Leighton Academy.

168 ROYAL GARDEN PARTY – NOMINATION

Parish Councils were invited to nominate the Chairman (and guest) to attend the Royal Garden Party to be held on Tuesday, 12 May 2015. Nominations were to be submitted to the Cheshire Association of Local Councils to be entered into a Cheshire-wide draw.

RESOLVED: That, at the request of the Chairman, the Parish Council decline to nominate him for attendance at the Royal Garden Party.

169 SHARED INFORMATION

Members were invited to share information or report on meetings of outside bodies. This was also an opportunity for any Borough Councillors in attendance to report on Cheshire East matters of interest.

- Councillor McGlone reported on his attendance at a recent Hole House Farm Liaison Meeting and the current activities on site.
- Councillor Les Horne reported on the following:
 - He had attended several meetings recently, one of which was with a Cheshire East Highways Officer. All meetings had been in respect of matters reported to the Parish Council on 22 December 2014 (Minute No. 148.3)
 - Smithy Lane would be closed in the near future to allow for cable-laying by Scottish Power.

- o The installation of the proposed lay-by outside Leighton Academy had been deferred.
- o The Principal of Leighton Academy had expressed an interest in addressing the Parish Council at a future meeting to outline aspirations for the school.
- o Bunbury Police Cluster meeting.

In the absence of Borough Councillor D N Bebbington, the following matters were reported:

- 93.6% of schools in the Borough had been rated as either 'good' or 'outstanding'.
- Cheshire East Council had received a grant to fund a new partnership between itself and Keele University to enable a study to be undertaken to establish if CEC could generate long-term, renewable energy from geothermal power.
- 'Arms-length' companies were to be set up to cover services such as planning, building regulations and land registry.
- Halifax Building Society had voted the Cheshire East Borough as the best place to live in the North-West.

170 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 be transacted and the public interest would not be served in disclosing that information.

171 TREE PRUNING/FELLING

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

As reported at the December meeting, the Clerk contacted three contractors seeking quotations for inspection/pruning/felling of those trees which were identified as part of an inspection of assets carried out by the Chairman and Vice-Chairman.

Two quotations had been received for the following work and were submitted for consideration.

Victoria Monument, Walleys Green

Fell two x dead and one x Dying Elm trees. Fell small Hawthorn
Remove all arisings

Parish field and verge, Moss Lane

Reduce Ash limbs over Moss Lane, crown-lift small trees and sever Ivy.

RESOLVED: (a) That the quotation for tree pruning/felling, as described, in the sum of £600 (plus VAT) from Mercia Tree Care, be accepted, subject to confirmation of the company's insurance arrangements; and

(b) That the quotation be accepted as 'other than the lowest' for the following reasons:

- (i) The difference between the two quotations was minimal; and
- (ii) Mercia Tree Care had previously carried out work for the Parish Council to a satisfactory standard, at no charge, at a time when there was no reasonable expectation of being awarded any future contract.

.....Chairman