

MINSHULL VERNON & DISTRICT PARISH COUNCIL

(Leighton, Minshull Vernon and Woolstanwood)

Chairman: Les Horne

Tel: 01270 522386 e-mail: les.10@hotmail.co.uk

Website: www.minshullvernonparish.org.uk

NOTICE of a MEETING of the PARISH COUNCIL

Parish Councillors are summoned to a meeting to be held on:

DATE: MONDAY 26th JUNE 2017

TIME: 7.15 pm

VENUE: St. PETER'S COMMUNITY HALL, MINSHULL VERNON

Enquiries: minsullvernonclerk@gmail.com

Or

Chairman (Les Horne) – 01270 522386

To: Members of the Parish Council

L Horne (Chairman); Mrs L Horne; S Kay; R Lee; M McGlone (Vice Chairman); B Palin;
D Ridings; D Street; C Stringer; M Stanley; K Stringer; P Wright

Cc: Cheshire East Ward Councillors

M E Jones (Bunbury)
M J Simon and M J Weatherill (Wistaston)
D N Bebbington (Leighton)

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND PARISH COUNCIL MEETINGS

There is an opportunity for residents to address Members under the 'Public Question Time' slot.

On occasions, members of the press and public will be excluded from the meetings when the business to be transacted is of a confidential nature; for example, dealing with individual people, contracts and financial affairs of other parties.

AGENDA

1 APOLOGIES FOR ABSENCE

Apologies for absence should be notified to the Chairman by noon on the day of the meeting, if possible. Apologies must be received and accepted before the meeting. If received after the meeting they cannot be recorded.

1.1 Resignation of a Member

To record that James Cunningham had resigned his membership of the Parish Council.

1.2 Clerk to the Parish Council

To discuss the arrangements for the provision of a Clerk to the Parish Council, following the departure of M Houston.

2 DECLARATION OF INTERESTS

Members to declare any disclosable pecuniary interest or non-pecuniary interest which they have 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.

Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare, or not, is the responsibility of the Parish Councillor, based on the particular circumstances.

3 MINUTES – 24 April and 9th June 2017

To approve as a correct record, the Minutes of the ordinary meeting held on 24 April 2017 and the extraordinary meeting of 9 June 2017.

4 PUBLIC QUESTION TIME

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

5 FINANCIAL MATTERS

5.1 Responsible Financial Officer (RFO)

To appoint a 'temporary' RFO to oversee the financial affairs of the Parish Council in the absence of a Clerk/ RFO.

5.2 Finance Committee

To establish a Finance Committee to periodically review the financial status of the Parish Council.

5.3 CHALC Membership

To discuss membership of CHALC for the year 2017/ 18.

5.4 Authorisation of Payments

The Parish Council Members are invited to consider the following payments:

£1,491.31	CHALC – annual membership
£10.00	Barbridge Chapel Trust – contribution to hall hire – police cluster meeting
£47.98	Les Horne - (Amazon0 - chains & padlocks – SID unit
£30.00	Cardiac Science Holdings - replacement pads for defibrillator
£300.00	Les Horne - Chairmans allowance 2017/ 18
£84.00	AD Bennion - topping/ cutting of parish field
£47.94	M McGlone – (123 Reg) - website domain hosting fee (5 years)
£40.91	M McGlone – (123 Reg) - website format software fee (1 year)
£10.80	M McGlone – mileage for delivery/ collection of SID unit to TWM Winsford
£20.99	M McGlone – (Tyre Suppliers) – new tyre for mower (damaged on PC verge)
£tba	M Houston – Clerks salary - June
£tba	HMRC – Tax on Clerks salary (M Houston) – June

5.5 Annual Accounts (2016/ 17) Reconciliation

To receive an explanation of the account reconciliation as undertaken by Mrs C Jones, and to consider the authorisation to sign 'Section 2' of Annual Return.

The following documents have been previously provided to Members (11 June 2017)

- Section 2 of the Annual Return (Note: Section 1 was approved at the Annual Meeting held on 22 May 2017).
- Ledger 2016-2017 (two separate documents)
- Bank reconciliation for submission to BDO LLP. The format is in accordance with the Governance and Accountability for Local Councils (A Practitioner's Guide)

The Parish Council is now asked to approve Section 2 of the Annual Return to enable it to be issued to BDO LLP the external auditor.

5.6 Appointment of Internal Auditor

To discuss the appointment an internal auditor for the period 2017/ 18

6 ANNUAL REPORT

To discuss the content and publication of the Annual Report for the 2016/ 17 period.

7 VICTORIA DIAMOND JUBILEE MEMORIAL CROSS

To receive an update from Cllr Kay regarding the identification of stonemason services.

8 CASUAL VACANCIES

To discuss and agree the notices for the publication of casual vacancies to membership of the Parish Council

9 MABLINS LANE COMMUNITY PROJECT

To discuss the status of the Mablins Lane community hall and allotments project.

10 GRANT REQUEST

To consider an application from Mablins Lane PTA for a grant toward purchase of a gazebo (£300) and for a summer fair attraction (£300).

11 PLANNING MATTERS

11.1 Applications for Consultation

The following planning applications for consultation have been received from the CEC at the time of publication of this agenda. Additional applications received before the meeting will be issued to Members by e-mail and will be accessible on the CEC Planning website.

17/2991C EAST VIEW, Middlewich Road,
– Prior approval of a single storey extension (3 July 2017)

17/2346N LAND AT MOAT HOUSE FARM, Middlewich Road, Whalleys Green
– proposed siting of a temporary residential caravan (27 June)

11.2 Planning Update

25 July 2017 - 7.00 – 9.00 pm - Holmes Chapel Community Centre, CW4 8AA

The Cheshire Association for Local Councils (ChALC) in partnership with Cheshire East Council (CEC), is hosting an evening event to which all councils are invited. The agenda for the evening is:

- Introductions and Welcome
- National Planning Update
- Cheshire East Local Plan Update
- Neighbourhood Planning Update
- Open Forum and Question Time

ChALC has not indicated any restrictions, but attendees must be registered prior to the event. Given that there are 107 town and parish councils in Cheshire East, it would be prudent to notify ChALC as soon as practicable.

11.3 Adoption of Borough Design Guide as a Supplementary Planning Document

To report that Cheshire East Council formally adopted the Borough Design Guide as a Supplementary Planning Document. The document has been made available from 1 June 2017.

12 POLICE MATTERS

To receive reports relating to Cheshire Police activities

13 SPEEDWATCH

To receive reports relating to speed watch activities, and speedwatch equipment.

14 GENERAL ELECTION RESULTS – 8 JUNE 2017

To note that Laura Smith was elected as MP for the Crewe & Nantwich constituency, replacing Edward Timpson.

To note that Antoinette Sandbach was re-elected as MP for the Eddisbury constituency.

The Parish Council may wish to send letters of congratulations.

15 REPORTS and SHARED INFORMATION

Councillors are invited to share information.

(Members are reminded that ‘Shared Information’ is a means of exchanging information but does not replace the need for decision items to be placed on the agenda).

16 FUTURE MEETING DATES

16.1 November 2017

The Church Hall is unavailable on Monday 27 November 2017. Members are invited to accept the following alternative date: Monday 20 November 2017

16.2 Date of Next Meeting

24 July 2017

NOTES

The Parish Council welcomes and encourages members of the public to attend its meetings. You are requested to enter and leave quietly and to remain quiet during the meeting. Mobile phones and pagers should be switched off, and no food or drink should be brought into the meeting.

The Parish Council has a Public Question Time Procedure and members of the public are able to ask questions during the 10-minute slot in the early part of the meeting. In addition, if you feel there is a matter which should be brought to the attention of the Parish Council you may contact the Clerk, the Chairman, or any member of the Parish Council, and arrangements can be made to place the item on the agenda for the next meeting, if appropriate.

On occasions, members of the press and public will be excluded from the meetings when the business to be transacted is of a confidential nature; for example, dealing with individual people, contracts and financial affairs of other parties.

2) Parish Councillors

A) Notice of items

The Parish Council cannot lawfully decide any matter which has not been specifically included on the agenda, and there is case law to this effect (*Longfield Parish Council v Wright (1918) 88 LJ Ch 119*).

The law does not make provision for “urgent business” and if any matter is truly urgent because it must be dealt with before the next meeting, a special meeting should be arranged unless there are delegation arrangements in place to allow the Clerk to take certain decisions, in consultation with the Chairman. (S.101(1) Local Government Act 1972).

B) Exclusion of Press and Public

General Note on Exclusion:

It is sometimes necessary for individuals other than Members or Officers of the Parish Council to remain in a meeting when the public and press have been excluded. This depends on the role of the individuals concerned; for example, if they have been invited to the meeting to offer technical or professional advice to Members. However, even in these circumstances, caution needs to be exercised as it would be difficult to hold such individuals to account if they subsequently divulged what was discussed at the meeting.

In the case of other individuals who simply have some background knowledge of the issue, it would be difficult to argue that they should be treated any differently from any other member of the public for the purposes of exclusion. It is important for Members not to allow themselves to get into a position where they are selecting who should remain in the meeting; this could lead to an abuse of procedure and bring the Parish Council into disrepute. It would also enable accusations to be made that some individuals were allowed to exercise undue influence.

C) Planning Grounds The grounds on which comments can be made on planning applications are as follows

- | | | | |
|---|--|----|---|
| 1 | Development Plan in all its aspects | 8 | Appropriateness of use taking account of local area |
| 2 | Government legislation and guidance (PPG) | 9 | Effect on highway safety and parking |
| 3 | Siting | 10 | Landscape |
| 4 | Design | 11 | Listed buildings |
| 5 | External appearance | 12 | Conservation areas |
| 6 | Compatibility with street-scene | 13 | Land contamination |
| 7 | Development effect on neighbouring properties, amenities and privacy | 14 | Flooding |

Non-Relevant Matters

- | | | | |
|---|---|---|---|
| 1 | Matters controlled by other legislation | 6 | Business competition |
| 2 | Effects on private rights | 7 | Personal circumstances – health/finance |
| 3 | Provisions in covenants/deeds | 8 | Ownership |
| 4 | Effect on property values | 9 | Moral issues |
| 5 | Private opinions | | |

Note: If the Parish Council agrees, in principle, with an application, but not in all aspects, suggestions for “development conditions” can be made, in line with relevant factors.