

**MINSHULL VERNON AND DISTRICT PARISH COUNCIL  
MINUTES OF THE MEETING HELD ON MONDAY 19 AUGUST 2019**

**PRESENT:**

Cllr Les Horne (Chairman), Cllr Clive Stringer (Vice-Chairman), Cllr Ian Baxter, Cllr Linda Horne, Cllr Sean Houlston, Cllr Dawn Kay, Cllr Stuart Kay, Cllr Brian Palin, Cllr Brian Silvester, Cllr Margaret Smith, Cllr Kathryn Stringer, Cllr Jim Weir and Cllr Philip Williams

**19/56 APOLOGIES FOR ABSENCE**

19/56.1 Cllrs Evans, McGlone, Naismith and Stanley and Borough Cllr Pochin

**19/57 DECLARATIONS OF INTEREST**

19/57.1 None

**19/58 MINUTES OF THE MEETING HELD ON 22 JULY 2019**

19/58.1 RESOLVED – that the minutes of the meeting be approved and signed by the Chairman as a true and correct record.

**19/59 PUBLIC QUESTION TIME**

19/59.1 No questions were raised.

**19/60 FINANCIAL MATTERS**

19/60.1 Finance Report

Councillors considered the Finance Report which provided budgetary analysis, bank reconciliation and an end of year projection.

19/60.2 Payments

RESOLVED – that the following payments be authorised:

Payee	Reason	Gross £	VAT £	Net £
CVS	Training (S Kay)	35.00		35.00
Mark Robinson	Salary	323.80		323.80

**19/61 SAFEGUARDING**

19/61.1 The Council's Safeguarding Lead, Cllr Dawn Kay, submitted the final draft of the proposed Safeguarding Policy. This included a page to be posted on the Noticeboards which provided contact details for the relevant agencies. It was considered that there should also be contact details for the Council's Safeguarding Lead and a telephone would be provided for this purpose.

RESOLVED – that the Council adopts the Safeguarding Policy as submitted.

**19/62 SOCIAL MEDIA POLICY**

19/62.1 Councillors considered the draft Social Media Policy, which outlined the standards expected of employees and members when using social media. Only the Clerk and Designated Councillors were permitted to post material on a media website in the Council's name and on its behalf. Unless a Councillor had been authorised by the Parish Council to speak to the media on a particular issue, if comments were made to the Press, Councillors must make it clear that it was a personal view and ask that it was clearly reported as such.

RESOLVED – that the Council adopts the Social Media Policy as submitted.

**19/63 COMMUNITY CLEAN-UP**

19/63.1 The Chairman advised that the highways authority had no objections to the Parish Council planting a number of areas with wildflower seeds. Councillors identified a number of sites for the planting and Cllr Smith was asked to coordinate the provision of the planting.

19/63.2 It was also suggested that daffodil bulbs be planted and Cllr Weir agreed to lead on this.

19/63.3 It was also agreed that six litter pickers be purchased.

**19/64 PLANNING MATTERS**

19/64.1 Applications for Consideration

Application	Description	Decision
19/3952N	Proposal to build a substation in the car park at the site at <b>The Gables, Bradfield Road, Leighton</b>	No comment
19/3595N	Extension to the existing staff car park to accommodate 338 parking spaces with controlled access and associated landscaping on land to the north-west of Leighton Hospital. A new priority junction with controlled egress and access to the car park is proposed from Flowers Lane at <b>Leighton Hospital, Middlewich Road, Leighton</b>	No objection, subject to condition regarding replacement of the felled trees with the same species

19/64.2 Decided/Awaiting Decision by the planning authority

Application	Description	Decision
19/2787N	To erect an oak gazebo and replace an existing garage with an oak car barn at <b>Manor House, Bradfield Road, Leighton</b>	Awaiting decision – delegated (expected 30 August)
19/2890W	Installation of two single storey modular office and welfare units, siting of a new portable vehicle weighbridge with associated service kiosk at <b>Pyms Lane Waste Disposal Site, Pyms Lane, Woolstanwood</b>	Awaiting decision – delegated (expected 16 August)
19/2889N	Advertisement Consent for welcome signage at the entrance to the site at <b>Pyms Lane Waste Disposal Site, Pyms Lane, Woolstanwood</b>	Awaiting decision – delegated (expected 16 August)
19/2176N	Planning application for construction of 5 No. detached dwellings complete with the provision of new access, associated parking, turning and landscaping at <b>Land At Former Grenson Motors Site, Middlewich Road, Bradfield Green</b>	Awaiting decision – delegated (expected 02 September)
19/2356N	Minor amendments to approval 18/0552N including the removal of an oak tree, installation of a weighbridge kiosk, an electrical substation and feeder pillar, 3 no. additional escape staircases, additional storage tank and moving of rainwater attenuation tank and surface water headwall at <b>Leighton Grange, Middlewich Road, Leighton</b>	Awaiting decision – delegated (expected 01 October)
19/2808N	Demolition Of The Existing Conservatory, And Detached Flat Roof Garage, And Proposed Single Storey Side And Rear Extension at <b>Rose Cottage, Middlewich Road, Leighton</b>	Approved with Conditions
19/2396N	Erection of a new two-storey SEND (Special Education	Committee Date – 07

	Needs and Disability) school and associated landscaping at <b>Site of Former Lodgefields School, Lodgefield Drive, Crewe</b>	August
19/2432N	The Re-development and change of use of the former Public House (use class A4) to new retail store (use class A1) including retention of existing accesses, reconfiguration of car park and associated external works at <b>The Merlin, Bradfield Road, Crewe</b>	Approved with Conditions
19/2178N	Outline planning approval for the development of up to 850 residential units (Use Class C3), land reserved for new primary school , a local centre (Use Class A1-A4, AA, B1a, C3 and D1) and associated infrastructure and open space on <b>Land off Minshull New Road and, Flowers Lane, Leighton</b>	Committee Date – 24 July
19/1371N	Outline application for the development of up to 400 residential units (Use Class C3) and associated infrastructure and open space <b>on Land off, Minshull New Road, Leighton</b>	Committee Date – 24 July

#### 19/65 NEIGHBOURHOOD PLAN

19/65.1 Cllr Houlston provided an update on the development of a Neighbourhood Plan. A professional adviser from Cheshire Community Action had attended the recent Steering Group to provide advice on the next steps to be taken. A grant application to fund for the development of the Plan would be developed in the coming weeks.

19/65.2 The next meetings of the Steering Group would be held on 24 September, 29 October and 26 November 2019.

#### 19/66 ANNUAL REPORT

19/66.1 Councillors considered items for the Annual Report and identified the following list –

- Replanting of the Victoria Memorial;
- Safeguarding information;
- Neighbourhood Plan
- Speedwatch/ new Speed Indicator Device;
- Grant to Mablins Lane School for the Forest Classroom;
- New Playground Equipment;
- PCSO Surgery Dates;
- Overview of Parish Council boundaries and responsibilities;
- Location of defibrillators; and
- Grant to Royal British Legion for Veterans' Breakfast Club.

19/66.2 Cllr Clive Stringer agreed to investigate the provision of sponsorship for the publication.

#### 19/67 COMMUNITY GOVERNANCE REVIEW

19/67.1 Councillors further discussed the forthcoming review of Parishes being undertaken by the Borough Council. With regards to the boundaries, this would be deferred to the next meeting when detailed plans of the existing boundaries would be provided.

19/67.2 With regards to the Council's name, it was suggested that this should be amended to incorporate the names of each of the Parishes. Therefore, the name 'Minshull Vernon, Leighton and Woolstanwood Parish Council' was supported, and residents would be consulted on this during the Initial

Survey as part of the Neighbourhood Plan development process.

**19/68 FAMILY FUN DAY**

19/68.1 As the police were no longer able to organise this event, the Council would not be involved owing to the organisation required at such short notice.

**19/69 GENERAL DATA PROTECTION REGULATIONS (GDPR)**

19/69.1 Following the approval of the Data Protection Policy earlier in the year, the Clerk submitted a number of documents to complement and support the Council in ensuring that it was compliant with the GDPR requirements. These entailed Privacy Notices and a Document Retention and Disposal Policy.

19/69.2 It was suggested that an addition be made to the Retention and Disposal Policy regarding the Safeguarding documentation.

RESOLVED – that subject to the inclusion of the above amendment, the Council adopts the Privacy Notices and Document Retention and Disposal Policy.

**19/70 WEBSITE CONTENT ACCESSIBILITY GUIDELINES**

19/70.1 The Clerk advised that there were new Guidelines to improve the accessibility of public sector websites to people with disabilities. The requirements were currently in force for new and redeveloped websites and would be required for existing websites from September 2020.

19/70.2 The Council would be required to develop an Accessibility Statement and make necessary adjustments to the website. The Clerk had attended an initial briefing on this from the Society of Local Council Clerks and would be working on a plan as part of the overall website development project.

**19/71 SPEEDWATCH AND POLICE CLUSTER REPORTS**

19/71.1 The Chairman provided an update from the Speedwatch operation on Bradfield Road, whereby although there were no vehicles reported for speeding, there were the following –

- Use of mobile phones – 4
- Drug use – 1
- Driving under the influence – 1
- Not wearing a seat-belt – 2.

**19/72 REPORTS AND SHARED ITEMS**

19/72.1 Cllr Clive Stringer referred to an incident whereby dogs and their owners were in the play area. The Chairman agreed to contact ANSA regarding this.

19/72.2 Cllr Weir referred to issues regarding overgrown hedges and grass cutting on the Carrington Way playing field. The Chairman to provide details of an appropriate contact at the Borough Council.

19/72.3 Cllr Kathryn Stringer provided an example of a Councillor lanyard and identity badge. This would be considered further at the next meeting.

**19/73 DATE OF NEXT MEETING**

19/73.1 Monday, 23 September 2019, commencing at 7.15pm

**19/74 EXCLUSION OF THE PRESS AND PUBLIC**

19/74.1 RESOLVED - That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be

excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**19/75 CLERK'S SALARY**

19/75.1 RESOLVED – that the Clerk's salary be changed to SCP22 (New Scale) backdated to 01 April 2019.

DRAFT