

**MINUTES OF A MEETING OF MINSHULL VERNON & DISTRICT PARISH COUNCIL
HELD IN ST PETER'S COMMUNITY HALL, MINSHULL VERNON
ON 23 JULY 2012**

PARISH COUNCILLORS PRESENT:

Mr Les Horne	Chairman
Mr W T Beard	Mrs L Horne
Mr K Halford	Mr M McGlone
Mr P Wright	

IN ATTENDANCE: Borough Councillor M J Simon

APOLOGIES: Parish Councillors I Chenery, B Palin and M Wilson

638 ELECTION OF VICE-CHAIRMAN

At the previous meeting, Councillor Les Horne, who was the Vice-Chairman, was elected as Chairman to serve until the next Annual Meeting. The position of Vice-Chairman was now vacant and the Parish Council was invited to elect a Vice-Chairman.

RESOLVED: That Councillor M McGlone be elected Vice-Chairman to serve until the next Annual Meeting.

639 DECLARATION OF INTERESTS

Members were invited to declare any personal or prejudicial interest which they had in any item of business on the agenda, the nature of that interest, and, if necessary, to leave the meeting prior to the discussion of that item.

No declarations were made.

640 MINUTES

To approve the Minutes of the Meeting held on 25 June 2012.

641 MATTERS ARISING (Not detailed elsewhere on the agenda)

- Dedicated e-mail address for the Clerk

At the previous meeting, it was suggested that a dedicated e-mail address for the Clerk be created to avoid use of her personal e-mail address. During discussion of the advantages, disadvantages and technical issues it was agreed that the Clerk continue to use her personal e-mail address.

642 PUBLIC QUESTION TIME (15 MINUTES)

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

There were no members of the public in attendance and the Parish Council proceeded to its next business.

643 POLICE PRESENTATION

In the absence of PCSO V McKenna the Parish Council proceeded to its next business.

644 FINANCIAL MATTERS

644.1 Debt Owed to the Parish Council

At the previous meeting it was reported that one of the exhibitors who had been contracted for the Diamond Jubilee had failed to attend the event on 2 June, but had been paid by the

Parish Council. The Clerk detailed the steps she had taken to pursue recovery of this money. The Parish Council was invited to consider what action to take.

RESOLVED: (a) That the Clerk send a letter, by recorded delivery, requesting payment of the outstanding amount; and

(b) That in the event of the debt remaining unsettled, the Parish Council consider taking legal action.

644.2 Authorisation of Payments

RESOLVED: That the following payments be authorised.

£52.60	HMRC – Tax on Clerk’s salary
£48.00	CVS Cheshire East – first half-year payment for PAYE services
£38.95	Mrs C M Jones – (£26.50 – 50% contribution to cost of Broadband £12.45 – postage)
£9.10	P Wright - expenses

644.3 Diamond Jubilee Expenditure

It was noted that in addition to expenditure reported on 28 May 2012, a sum of £350 (Cheque No. 731) had been paid to Mr J Roberts (part of Alive Network) on 1 June 2012 but had not formally reported to the Parish Council.

RESOLVED: That payment of £350 to J Roberts, be ratified.

644.4 Action Taken by the Clerk (Cutting of Parish Field) Financial Regulation 3.4

In accordance with Financial Regulation No 3.4, the Clerk authorised expenditure of £84.00 (£70.00 plus £14 VAT) to enable the parish field to be cut, as a matter of urgency. The Parish Council was asked to authorise issue of a cheque to Mr Alan Bennion, the contractor.

RESOLVED: That payment of £84.00 to Alan Bennion be authorised.

644.5 Receipts and Payments Statement – First Quarter (1 April – 30 June 2012)

A receipts and payments statement, together with a budget monitoring statement, was submitted. The bank reconciliation was noted:

Total Receipts	46,569.28
Less Payments	-35,082.03
TOTAL	<u>11,487.25</u>
Reserve Account	29,443.43
Current Account	100.00
	29,543.43
LESS unpresented cheques	-18,056.18
TOTAL	<u>11,487.25</u>

RESOLVED: (a) That the Receipts and Payments statement for the first quarter of the year be approved; and

(b) That the budget monitoring statement for the period to 30 June 2012 be noted.

645 DIAMOND JUBILEE FOOTPATH

645.1 It was reported that the planning application for the Diamond Jubilee Footpath was currently out for consultation until 8 August following which the matter would be determined under delegated powers.

645.2 At the previous meeting, Members agreed that a “snagging list” of outstanding works be prepared and that payment of £720 (to Ben MacDonald) for additional work should be withheld until completion of the project.

No further remedial work had been carried out and the Clerk was asked to send a reminder letter to Mr MacDonald asking him for a list of the work he proposed carrying out on the plinth and the footpath to bring it up to a satisfactory standard.

646 WAR MEMORIALS – VALUATION

The Clerk had written to Oxleys Funeral Service in Crewe asking if the company would be willing to quote to value the two war memorials. No response had been received.

647 SPECIAL EVENT TO CONFER HONORARY FREEMAN STATUS ON FORMER PARISH COUNCILLOR DOUG FORREST

At the previous meeting, the Parish Council suggested that it might be appropriate to confer Honorary Freeman status on former parish councillor Doug Forrest who had resigned from the Parish Council after 10 years of service, most of which he was Chairman of the Parish Council.

The Parish Council was invited to give formal consideration to this matter. The following were suggested:

- Mr Forrest to suggest dates which were convenient to him
- Mr Forrest to be accompanied by family and friends up to 12 guests (approx)
- Catering to be arranged as for 30 April last (by Grants Butchers)
- Hon. Freeman M Charlesworth and J Whittingham to be invited, together with their wives.
- Johnsons Printers, Nantwich to be asked to prepare a framed certificate, with non-reflective glass at a cost of £28.

It was reported that Mr Forrest was currently unavailable to attend a special meeting in the near future, but could attend towards the end of 2012 or early in 2013.

RESOLVED: That a Special Meeting be held later in the year or early in 2013, to confer Honorary Freeman status on former parish councillor Doug Forrest.

648 RESIGNATION OF RICHARD HOLLINSHEAD

It was reported that Richard Hollinshead had resigned from the Parish Council. His letter of resignation was read to the meeting. He had been a Member of the Parish Council for over 40 years and the Parish Council considered that it might be appropriate to award him Honorary Freeman status in recognition of his service to the parish and the Parish Council. The Clerk was asked to include this as an item on the next agenda.

649 ROLL OF HONORARY FREEMEN

The Parish Council was invited to consider the commissioning of a Roll of Honorary Freeman board which would be a 3' x 2' board, with a two-column design and would accommodate the admission of Hon. Freeman for 60 years, or thereabouts. The wooden board would be affixed to the wall of the community hall (subject to the agreement of the Community Hall Trust). This would seem to be the appropriate location as it was the “new home” of the Parish Council. The cost would be approximately £300-350. The quotation had been supplied by the

company which was responsible for the boards in the Council Chamber, Municipal Buildings, Crewe.

In accordance with Regulation No. 11.1 (a) (i) of the Financial Regulations, the Parish Council could waive the requirement to seek competitive quotations in respect of items which related to “[.....] specialist services such as are provided by solicitors, accountants, surveyors and planning consultants.”

The Board would display, in gold lettering, the names of the Freemen to date, together with the date of their admission. This would serve as a public reminder of the honour. An initial enquiry had been made of the Reverend Philip Goggin and a response was awaited.

The Parish Council was minded to commission the board, but the Clerk was asked to establish the cost of adding each new name to the board.

650 FORMER COUNCILLOR WILLIAM BARNES

Although not listed as an agenda item, and therefore a decision could not be made on this matter, Members discussed the issue arising out of consideration of various Honorary Freemen matters. The Clerk was asked to arrange for a Special Meeting to be held on 20 August, immediately prior to the scheduled meeting, to consider conferring Honorary Freeman status on former parish councillor William Barnes.

651 HIGHWAYS MATTERS

Parish Councillors raised the following matters:

- Barrows Green roundabout – pot-holes (these were less than 50 mm deep and could not, therefore, be reported to Cheshire East Council for action.)
- Hedges overgrown on privately-owned land. The Chairman undertook to arrange for the Probation Service through its “community pay-back” scheme to cut the whole length of hedging. He would seek permission from the landowner before cutting.

652 MOSS LANE – TRAFFIC

652.1 Moss Lane – Proposed One-Way

It was reported that two residents had contacted the Clerk to report their objections to the consideration of a proposal to make Moss Lane one-way to traffic.

652.2 Review of Proposal

It was reported that Cheshire East Highways had now issued a consultation questionnaire to residents of Moss Lane and other roads likely to be affected by any proposals to ameliorate the traffic problems experienced on this lane.

The Parish Council reviewed its position in respect of its decision made on 28 May 2012, viz

“That Cheshire East Council be asked to consider making an Order, the effect of which would be to make Moss Lane one-way from the bend after Spring Farm (approaching from the Parkers Road end) to the boundary of the car park at the Coach and Horses.”

Following discussion of the matter, it was –

RESOLVED: (a) That, in the light of feedback from residents, and in view of the groundswell of residents’ opinion against Cheshire East Council’s consideration of a one-way system on Moss Lane, the Parish Council would fully engage with the local community and appropriate authorities; and

(b) That when the results of the Cheshire East Council survey of residents affected, was available, the Parish Council would support the wishes of residents.

**653 NEW CODE OF CONDUCT
(The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012)**

The Standards regime in England (and Wales) had been abolished. Under the new provisions of the Localism Act 2011, town and parish councils must adopt a code of conduct (with effect from 1 July 2012) dealing with the standards of conduct expected of their Members.

To comply with the new law, town and parish councils in Cheshire East may prepare their own code or adopt the code which had been adopted by Cheshire East Council (CEC). Any new code must be consistent with the Nolan principles of public life – selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

CEC and the Cheshire Association of Local Councils (ChALC) had worked together to produce a code of conduct which could be applied across the whole of the borough in the interests of consistency. This had now been adopted by the Standards Committee on 18 June 2012, a decision which had been ratified by the CEC Full Council meeting held on 19 July 2012. Borough Councillor Simon, who had attended that meeting reported that the Code had been adopted but with amendments in respect of an appeals process.

A copy of the CEC Code was submitted, together with the Statutory Instrument and the Monitoring Officer's covering report which had been considered by the CEC Standards Committee.

It was noted that the regulations on "disclosable pecuniary interests" were in draft form only and it may be necessary for an amendment at a later date. In the meantime, the Cheshire Association of Local Councils had recommended an appropriate RESOLUTION for town and parish councils to adopt, and this was carried.

RESOLVED: That, with effect from the date of the coming into force of Section 27 of the Localism Act 2011, the code of conduct adopted by Cheshire East Borough Council be adopted as this Council's code of conduct, on the basis that references in the code to Cheshire East Borough Council's register are to this Council's register.

654 REPORT FROM MEMBERS APPOINTED TO OUTSIDE BODIES

- LAP Representatives (L Horne and W T Beard)

At the ChALC Crewe and Nantwich Area Meeting, Dawn Clark, the Crewe LAP Manager, confirmed that although there was no formal organisational link with the Crewe LAP she was continuing to work in partnership with this Parish Council. A copy of a Nantwich LAP Briefing paper was submitted.

- ChALC Meeting: 28 June 2012

Councillors L Horne and M McGlone attended the above meeting and a report of the meeting was submitted together with the official minutes prepared by Philip Jackson (ChALC) who had chaired the meeting.

655 PLANNING

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

12/2433N Parkfield Farm, Middlewich Road, Minshull Vernon
Installation and operation of a 50 kW wind turbine up to 34.3 m tip height

12/2486N – 1 Wood Farm, Middlewich Road, Woolstanwood : single-storey extension

RESOLVED: That no objections be raised to planning applications Nos. 12/2433N and 12/2486N.

655.2 Cheshire East Local Plan and Related Developments

The Parish Council received a letter from Borough Councillor David Brown who was the Strategic Communities Portfolio Holder. The letter set out the approach to the development of the Local Plan.

656 BOROUGH COUNCILLORS REPORTS

Councillor M J Simon reported on the Highways Sub-Group and asked if there were any minor works required in the Woolstanwood area which should could pass on to the Group. None were suggested at the meeting.

657 SPEED WATCH SCHEME (incorporating Trailer-Mounted Vehicle Display Unit)

Councillor Les Horne updated the Parish Council on speed watch matters and provided comparative information with the same period in the previous year.

658 ADDITIONAL COMMEMORATIVE PLAQUE – WAR MEMORIAL

At the previous meeting, the Clerk reported that the Remembrance Society was arranging for a marble plaque to be made to commemorate the deaths of air crew killed in the area during WWII.

The Clerk had contacted the Secretary of the organisation and informed him that there was a space on the War Memorial which would be a suitable location for the plaque.

659 CORRESPONDENCE

The following correspondence had been received since the last meeting.

- Crewe LAP Assembly – 31 July 2012 – 6.00 pm – 8.00 pm at South Cheshire College, Dane Bank Avenue, Crewe. The focus of the meeting was to review the priorities within the current Area Plan. An agenda had been provided.
- Cheshire Rural Women's Day – Tuesday 16 October 2012
The Cheshire Association of Local Councils was hosting the Women's Day celebration. Parish Councils were invited to nominate a woman whose efforts or achievements should be recognised under the banner of "Cheshire Rural Women's Day".
- NALC – various items relating to the Council Tax reforms and the impact on Parish Council precepts.
- Crewe LAP Rural Discussion: Two events – Sat 15 September (Wychwood Village Hall – 11.00 am – 2.00 pm) and Thurs 20 September (Shavington Youth Centre – 5.00 pm – 8.00 pm)
- E-Petition – The Green Gap: Raised at Crewe and Nantwich Area Meeting held on 28 June
- Invitation for up to three parish councillors to attend the Annual Meeting to be held at Fire and Rescue Headquarters, Winsford on 25 October from 6.00 pm – 9.00 pm.
AGREED: That Councillors L Horne, M McGlone and P Wright represent the Parish Council at this event.
- Cheshire East Council: Leisure activities for children during the Summer.
- Cheshire Inter-Faith Network: Event to be held at Chester Town Hall on Monday 19 November, entitled "Business as Usual: lessons faith communities might learn from the private sector in pursuit of the Big Society".

(Note: Councillor M J Simon withdrew from the meeting at this point in the proceedings.)

660 SHARED INFORMATION

Parish Councillors are invited to share information or request the inclusion of items on the next agenda.

Notice-Boards: The agenda size, often running to 8 pages in length, was too large for the notice-boards. The Clerk agreed to prepare a notice which removed much of the detail but retained headings and invited residents to visit the website for detailed agendas, or contact the Clerk.

661 DATE OF NEXT MEETING

20 August 2012

662 CALENDAR CHANGES (2012)

662.1 November Meetings

The Parish Council had scheduled 5 November as a Budget Meeting and 26 November as an ordinary meeting. Unfortunately, owing to a double-booking, the Hall was not available on 5 November. It was suggested, therefore, that the Budget meeting be combined with the ordinary meeting on 26 November.

Members **AGREED** to combine the November ordinary and budget meetings.

662.2 December Meeting

The December meeting had been scheduled for 3 December, which was only one week after the November meeting. The Clerk reported that the only alternative date in December was Tuesday, 11 December and would need to be an 8.15 pm start as the hall was booked prior to that time.

The Clerk was asked to make arrangements for the meeting to be held on **17 December in the Church.**

663 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, for the reason given, and the public interest would not be served by disclosing the information.

664 PARISH FIELD MOWING CONTRACT

Reason for exclusion:
Commercial dealings of other than the Parish Council

Although two companies had been invited, and had agreed, to submit quotations for the mowing of the parish field, neither had yet submitted any information. The Clerk reported that Alan Bennion, who had cut the parish field as an emergency measure, was willing to continue to undertake the maintenance, at a cost of £70.00 (plus vat) on each occasion.

RESOLVED: (a) That Alan Bennion be awarded the contract for maintenance of the parish field, with immediate effect;

(b) That Councillor McGlone act as liaison between the Parish Council and Mr Bennion, instructing him to cut the field as and when required; and

(b) That in accordance with Financial Regulation 11 (1) (c) the need to seek competitive quotations be waived on the grounds that reasonable attempts had been made to seek two other quotations.

.....Chairman

The meeting commenced at 7.00 pm and concluded at 9.10 pm