

**MINUTES OF A MEETING OF MINSHULL VERNON & DISTRICT PARISH COUNCIL
HELD IN ST PETER'S COMMUNITY HALL, MINSHULL VERNON
ON 20 AUGUST 2012**

PARISH COUNCILLORS PRESENT:

Mr Les Horne	Chairman
Mr W T Beard	Mrs L Horne
Mr K Halford	Mr B Palin
Mr M Wilson	Mr P Wright

IN ATTENDANCE: Margaret Smith Chairman – Keep it Green Campaign

APOLOGIES: Parish Councillors D N Bebbington, I Chenery and M McGlone

ABSENT: Parish Councillor B Evans

656 DECLARATION OF INTERESTS

Members were invited to declare any disclosable pecuniary interests 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.

657 MINUTES

RESOLVED: That the Minutes of the Meeting held on 23 July 2012 be approved as a correct record and signed by the Chairman.

658 MATTERS ARISING

The following updates were provided.

658.1 Mr D C Forrest

A letter had been sent to Mr Forrest to thank him for his contribution to the work of the Parish Council and to request dates either later in 2012 or early in 2013 when he would be available for an Honorary Freeman ceremony.

Mr Forrest had replied that he would be available in January 2013.

658.2 Mr R Hollinshead

A letter had been sent to Mr Hollinshead to thank him for his contribution to the work of the parish and the Parish Council.

658.3 Diamond Jubilee Footpath

A letter had been sent to Mr MacDonald asking for a list of works which he was proposing to undertake on the plinth and the footpath to bring it up to a satisfactory standard. A response was awaited.

658.4 War Memorials Valuation

A follow-up letter had been sent to Oxleys asking if the company would be willing to carry out a valuation on the war memorial and the Jubilee Memorial. No response had been received and the Clerk was asked to try to identify other potential valuers.

659 PUBLIC QUESTION TIME

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

Margaret Smith, the Chairman of the "Keep it Green Campaign", was in attendance and addressed the Parish Council in support of her grant application which was item 8.3 on the agenda.

660 POLICE PRESENTATION

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

661 FINANCIAL MATTERS

RESOLVED: That the following payments be authorised:

£52.60	HMRC – Tax on Clerk's salary
£30.00	Cheshire Association of Local Councils – training for Chairman (19 July)
£66.24	St John Ambulance – provision of first-aid cover at Diamond Jubilee event

662 HOUSING DEVELOPMENTS

662.1 How Planning – Site Masterplan

At the meeting held in June 2012, Carol Clark from How Planning together with other housing development colleagues, made a presentation to the Parish Council in respect of proposals to develop land extending to approximately 96 hectares. Bloor Homes and Linden Homes had a legal agreement with the landowner to promote 59 hectares of the land; the Borough Council owned approx 13 hectares and the Fairfield Partnership owned approx 24 hectares.

How Planning had recently sent a copy of its Site Masterplan together with a list of the key benefits of the development.

At the meeting held on 25 June 2012, Members had been able to ask questions of the housing developers, but as this had been a consultation only, no decision was required.

Councillor Les Horne invited the Parish Council to reach a view on this proposed development in the context of the Willaston Green Gap Action Group's campaign to maintain the gap between Crewe and Nantwich and the new Action Group "Keep it Green Campaign" which had recently been established.

RESOLVED: (a) That the Parish Council record its concern about the scope of the plans proposed for the development as outlined in the How Planning Site Masterplan and the impact on the community; and

(b) That as community leaders, the Parish Council wished to be kept involved in all aspects of the scheme as it proceeded.

662.2 Request for Funding – "Keep it Green Campaign"

This item had been included at the request of Councillor Les Horne. The "Keep it Green Campaign" Group had made a request for funding.

The application form was submitted, and following discussion was amended at the meeting.

The Parish Council was invited to consider making a grant of £1,000 to be paid out in two tranches during the financial year. The group had not yet been able to set up a bank account, and a condition of any grant was that funding must be paid to an organisation; not to an individual.

RESOLVED: (a) That, in accordance with the Parish Council's Grants Policy, a sum of £1,000 be "ring-fenced" as a grant to the "Keep it Green Campaign" (KIGC);

(b) That, upon receipt of evidence (by the Clerk) of a bank account for the organisation, a sum of £500 be released immediately to be spent in accordance with the grant application form submitted (as amended at the meeting);

(c) That the KIGC submit details for use of the remaining £500 later in the financial year; and

(d) That any unused funds be returned to the Parish Council in due course.

665.4 Willaston Green Gap Action Group

The Parish Council received for information the notes of a meeting held on 2 August 2012, and an agenda for the next meeting of the Action Group to be held on 22 August 2012.

663 ROLL OF HONORARY FREEMEN

It was reported that:

- (i) The Parochial Church Council of St Peter's had agreed that an Honorary Freeman board, could be displayed in the hall of the community hall.

Members considered that the foyer was not an appropriate location for the board and agreed that it would be more fitting to be located in a prominent position; directly underneath the clock in the main hall was agreed as the most appropriate location.

- (ii) Sign Studios would charge a fee of £45 per additional name (plus vat). The additions could be made with the board *in situ*. If, for example, two new names were added on the same occasion, the fee would be £45 only, rather than a multiple of £45.

It was recalled that at the previous meeting, Members had considered a quotation from Sign Studios for the provision of a board to display the names of Honorary Freeman. Members had been minded to approve the quotation, but required information about the cost of adding new names to the board.

RESOLVED: (a) That the quotation from Sign Studios for the provision of an Honorary Freeman Board 3' x 2' with a two-column design be accepted at a cost of no more than £350 the upper estimate provided;

(b) That the Board be commissioned with the names of the three Honorary Freeman admitted to date (ie John Whittingham, Marshall Charlesworth and William Barnes) together with the date of their admission, in gold lettering;

(c) That the quotation of £45 per new entry on the board be accepted;

(d) That the Clerk write to the Reverend Philip Goggin requesting that the Honorary Freeman Board be located underneath the clock in the main hall; and

(e) That in accordance with Regulation No. 11.1 (a) (i) of the Financial Regulations, the Parish Council waive the requirement to seek competitive quotations in respect of the Freeman Board on the basis that this was a specialist service and Sign Studios as the most appropriate, local provider of this service.

664 SPECIAL EVENT TO CONFER HONORARY FREEMAN STATUS ON FORMER PARISH COUNCILLOR RICHARD HOLLINSHEAD

At the previous meeting it was reported that Richard Hollinshead had resigned with immediate effect and the Parish Council suggested that it might be appropriate for him to be made an Honorary Freeman of the parish, following approximately 40 years of service.

The Parish Council was invited to give formal consideration to this matter.

RESOLVED: (a) That a special meeting be convened at a date convenient to former parish councillor Richard Hollinshead to confer upon him the status of Honorary Freeman; and

(b) That detailed arrangements be made at a later date when Mr Hollinshead had indicated if he was willing to accept the honour.

665 MOSS LANE – TRAFFIC

It was reported that the Cheshire East Council survey of residents in respect of traffic-calming measures on Moss Lane was not yet available to the Parish Council.

CEC Highways had received the initial results which were due for full analysis and discussion with Borough Councillors. It was expected that the results would be available to the Parish Council by the end of August. This matter could then be discussed further at the September meeting.

666 CODE OF CONDUCT

Requirement to Adopt Revised Code of Conduct

The Parish Council adopted a revised Code of Conduct at its meeting held on 23 July 2012; this was the Cheshire East Council Code of Conduct. Subsequent to that, further guidance had been issued and the following documents were now submitted:

- Final Draft of the Code adopted by CEC – to be formally adopted by the Parish Council
- Bulletin for Town and Parish Councils
- Letter from Bob Neill MP
- Guidance from Department of Communities and Local Government (DCLG) for Members in respect of declarations

The Parish Council was invited to adopt the final CEC Code of Conduct, acknowledging that its previous adoption was on the initial draft.

It was noted that the guidance on pecuniary interests required further clarification and it was understood that the Monitoring Officer was reviewing this matter with a view to issuing further guidance at a later date.

RESOLVED: (a) That, in accordance with 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; and

(b) That this Code of Conduct supersede the initial draft approved on 23 July 2012.

Registration of Members' Interests

Members were required to complete a Registration of Interests form and these had been sent to each Member with Internet access, by e-mail. For those Members without access to the Internet, copies had been provided.

667 HIGHWAYS MATTERS

667.1 Proposal for Prohibition-of-Waiting – Farmleigh Drive

Notice of this proposal had been issued by Cheshire East Highways and a copy of the plan was submitted.

RESOLVED: That the Parish Council support the proposal for the prohibition-of-waiting on Farmleigh Drive, as identified on the plan submitted.

667.2 A530 North – Speed Limit Proposals

In view of the proposal to install a toucan crossing as part of the Connect 2 Cycle Route on the Middlewich Road in the vicinity of the Rising Sun Public House, it was necessary to review the speed limit along Middlewich Road. The following was proposed:

- Reduction of the speed limit to 30 mph from Marshfield Bank roundabout southwards and northwards to the end of the existing 40 mph, to include a section of Coppenhall Lane;
- 50 mph speed limit, from the end of the existing 40 mph, southward to the A51 roundabout; and
- 50 mph speed limit from the end of the existing 40 mph north of Marshfield Bank roundabout to the current 30 mph speed limit at Bradfield Green.

The proposal took into account the proposed toucan crossing, accident figures, current speed of vehicles and the characteristics of the road and adjoining land use. The proposals were similar to those proposed in the Speed Limit Review carried out in 2009.

RESOLVED: That the speed limit proposals as detailed above be supported.

668 REPORT FROM MEMBERS APPOINTED TO OUTSIDE BODIES

There had been no meetings of either the Nantwich or the Crewe LAP.

669 PLANNING

669.1 The Parish Council was invited to make observations on the following planning applications:

12/2770N - Grenson Motor Company, Marshfield Bank, Woolstanwood
Extension to car showroom and new valet bay
Deadline for comments: 22 August 2012

12/2560N Leighton Hospital: Various proposals including new-build theatres, plantroom for existing Treatment Centre, Refurbishment of Ward 6A and part-demolition of Ward 6A to enable construction of new theatre development – site parking rationalisation and landscaping.
Deadline for comments: 12 September 2012

RESOLVED: That no objections be raised to planning applications 12/2770N and 12/2560N.

669.2 Planning Applications determined by CEC

09/3251N Grenson's former garage site - development of 11 houses.

It was reported that this planning application had been approved with conditions on 25 July 2012.

670 SPEED WATCH SCHEME

The Parish Council was updated on speed watch matters.

It was acknowledged that by retaining the equipment for long periods in one location, drivers became complacent, becoming used to seeing the signs and this reduced the effectiveness of the scheme. A Member suggested that if the trailer could be used covertly on some occasions, without the signs being displayed, this might produce helpful information to compare with statistics when the signs were displayed.

671 BOROUGH COUNCILLORS' REPORTS

In the absence of Borough Councillors, the Parish Council proceeded to its next business.

672 CORRESPONDENCE/MISCELLANEOUS MATTERS

The following correspondence had been received since the last meeting.

Cheshire East Council

- Gambling Act 2005 – Review of Statement of Licensing (deadline of 19 October 2012 for comments)
- Crewe LAP – Family workshops from 7 August onwards (issued by e-mail to Members)
- Traffic Management Report
- Adoption of Street-naming legislation
- Support for Council Tax benefit impact
- Joint Health and Wellbeing Board (Guy Kilminster) too large to issue by e-mail.
- CAT Community Awards – sent 8 August by e-mail to Members

Cheshire Association of Local Councils

- August newsletter
- Electronic banking

Dog-waste Bins – Moss Lane

Cheshire East Council had been asked to provide dog-waste bins on Moss Lane. The Council was not currently placing any new litter or dog-bins owing to financial constraints and operational capacity for the emptying and future maintenance of each bin. The small stock of bins currently held was used to replace existing damaged bins.

Requests for dog-waste bins were being logged and the Dog Wardens were being asked to patrol the areas to remind dog-walkers to use any available litter or dog-waste bins and if no bins were available then dog-waste should be taken home for disposal.

Moss Lane Action Group

It was reported that following the last meeting, a poster had been displayed on notice-boards to explain the Parish Council's position in respect of traffic-calming proposals on Moss Lane. The Action Group had welcomed its publication and was re-assured that the Parish Council supported local residents.

673 SHARED INFORMATION

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

The following matters were raised:

- Churning-up of verge adjacent to the parish field. The Clerk was asked to seek quotations for installation of posts to prevent over-running by large vehicles.
- The Chairman had met with one of the Cheshire East Highways Officers to discuss the hedge-cutting as referred to at the previous meeting. Cheshire East Highways was due to arrange the hedge-trimming.

The following items were requested for inclusion on the next agenda¹ -

- (i) Title of “Councillor” Used in Minutes
- (ii) Frequency of Parish Council Meetings – continuation of monthly or reversion to six-weekly cycle
- (iii) Community Hall – Long-Term Plans
- (iv) Consideration of Purchase of Two Vehicle-Speed Display Signs
- (v) Posts around Bradfield Green – the Chairman would measure the area and the Clerk would seek quotations for the next meeting.
- (vi) Members’ Expenses

674 DATE OF NEXT MEETING

24 September 2012

675 DECEMBER MEETING

The Reverend Philip Goggin had confirmed that the Parish Council could hold its December meeting on the 17th in the church in view of the unavailability of the community hall.

676 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 items, for the reasons given, and the public interest would not be served by disclosing the information.

677 OUTSTANDING DEBT

Reason for exclusion

Information relating to the financial or business affairs of any particular person (including the authority holding that information).

At the previous meeting the Clerk reported on a debt owed to the Parish Council. At the time of publication of the agenda, the debtor has undertaken to issue a cheque by recorded delivery for the outstanding amount. A briefing note was submitted.

The Clerk reported that the company had issued a cheque for the full amount and this had now been deposited with the Parish Council's bankers.

678 QUOTATIONS FOR STRIMMER (for use on parish field)

Reason for exclusion:

Information relating to the financial or business affairs of any particular person other than the Parish Council.

At the previous meeting, Councillor McGlone undertook to seek quotations for the cost of a strimmer or similar equipment, to enable him to carry out additional maintenance work on the parish field. Councillor McGlone was not present at the meeting and it was **AGREED** that this item be deferred to the September meeting.

¹ Some of the items had been requested later in the proceedings but have been included here for convenience.

679 STAFFING MATTER – REVIEW OF CLERK’S CONTRACTED HOURS

Reason for exclusion:

Matters relating to the personal details of the Clerk’s employment.

The Parish Council considered the Clerk’s report which requested an increase in her contracted hours from 5 a week to either 7 or 7½ to reflect the current workload. A work schedule maintained over the previous 6 months formed part of the report.

RESOLVED: (a) That the Clerk’s contracted hours be increased from 5 a week to 7½ a week at the same rate of pay, with effect from 1 September 2012;

(b) That the situation be reviewed in three months’ time;

(c) That the Clerk continue to maintain a contemporaneous work schedule for consideration as part of the review in November; and

(d) That the hourly rate of pay be reviewed in November 2012 as part of the consideration of the budget proposals for 2013-2014.

(Note: The Clerk withdrew from the meeting prior to discussion of the item and re-joined the meeting to be informed of the Parish Council’s decision.)

.....Chairman

The meeting commenced at 7.00 pm and concluded at 9.15 pm