

**MINUTES OF A MEETING OF MINSHULL VERNON & DISTRICT PARISH COUNCIL
HELD IN ST PETER'S COMMUNITY HALL, MINSHULL VERNON
ON 22 JULY 2013**

PRESENT: Councillor M McGlone In the Chair
(Vice-Chairman)

Councillor W T Beard Councillor M Bromhead
Councillor R Lee Councillor P Wright

APOLOGIES: Councillors D N Bebbington, I Chenery, Les Horne, Linda Horne, K Halford, B Palin, M Wilson and D Scott.

Note: A quorum was not present at 7.00 pm and for this reason, PCSO Lawrence Price was invited to address Members in respect of Police matters prior to the start of the meeting.

907 DECLARATION OF INTERESTS

Members were invited to declare any non-pecuniary interest or disclosable pecuniary interest which they had in any item of business on the agenda, the nature of that interest, and, in respect of disclosable pecuniary interests, to leave the meeting prior to the discussion of that item, unless a dispensation had previously been granted in respect of any specific item of business.

No declarations were made:

908 MINUTES

908.1 Meeting held on 24 June 2013

RESOLVED: That the Minutes of the Meeting held on 24 June 2013 be approved as a correct record.

908.2 Matters Arising

Defibrillator: Contribution by Crewe Town Council

Councillor Beard reported in his capacity as a Member of Crewe Town Council. It was not possible for the matter of funding for a defibrillator to be considered by the Town Council until later in the year.

908.3 Annual Parish Meeting – 30 May 2013

RESOLVED: That the Minutes of the Annual Parish Meeting held on 30 May 2013 be approved as a correct record.

909 LOCAL AREA PARTNERSHIP (LAP) ARRANGEMENTS

At the previous meeting, it had been agreed that Dawn Clark, the Crewe LAP Manager, be invited to attend the meeting to explain the arrangements for the LAPs, particularly in view of comments made that Leighton did not appear to be represented in either the Nantwich or the Crewe LAP. Subsequent to this, the Chairman had spoken to the Nantwich LAP Manager (Sharon Angus-Crawshaw) who had confirmed that Leighton fell within both the Crewe and the Nantwich LAP areas. If still required, Dawn Clark had offered to attend the August meeting.

RESOLVED: That, in view of the explanation given, there was no requirement for Dawn Clark (Crewe LAP Manager) to attend a Parish Council meeting.

910 PUBLIC QUESTION TIME (10 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.

911 FAMILY DAYS – JUNE 2013

Members reported on the two school summer fairs: one at Leighton Primary School (June) and the other at Mablins Lane Primary School (July). Both events had been supported by the Parish Council which had made grants to each to enable the PTA of each school to purchase various items for the events.

The Parish Council held a stall at each event, provided copies of the Annual Report, and was able to provide general information about the Council to members of the public.

912 OUTSTANDING MATTERS

The Parish Council was updated on the following matters:

- White verge posts – Moss Lane and War Memorial Green

The installation of posts on Moss Lane and the area surrounding the war memorial had been followed up with Willis's of Sandbach. The company had indicated that the posts were due to be installed in the next few weeks.

- Strimmer: Report on delivery and training for the Stihl strimmer

Councillor McGlone had taken delivery of the Stihl equipment and was arranging for its storage. Councillor Wright volunteered to be trained in use of the equipment.

913 FINANCIAL MATTERS

913.1 Authorisation of Payments

RESOLVED: That the following payments be approved:

£80.00	HMRC – Tax on Clerk's salary
£50.00	Mr C M Moulton – fee for internal audit (2012-2013)

913.2 St Peter's Flower Festival

It was noted that at the June meeting the Parish Council had approved a contribution of £30.00 towards the cost of the St Peter's Flower Festival, but a cheque had not been issued. A cheque would be signed at this meeting.

913.3 Internal Audit

The Internal Auditor's report had been received but was not available for Members. Points for action were reported as follows:

- i. Risk assessment to be carried out during 2013/2014
- ii. The Parish Council had disregarded its own financial regulations but had noted the error itself. (Meeting held on 25 June 2012)
- iii. Variance statement to be submitted to the external auditor.

RESOLVED: (a) That the Internal Auditor's action points be noted; and

(b) That the Clerk issue the report to Members.

913.4 Receipts an Payments Statement – 1 April – 30 June 2013

A Receipts and Payments Statement for the period to 31 May was submitted.

A budget monitoring statement for the period to 30 June was also submitted, but in the absence of up-to-date bank statements, did not include a bank reconciliation. The budget monitoring statement showed the position at 30 June 2013, together with revised estimates to 31 March 2014.

If the Parish Council proceeded with its purchase of two defibrillators (non-budget items), at an estimated cost of £2,200, this would result in an opening balance on 1 April 2014 of £2,519. The Clerk's advice was that this was unacceptably low. Parish Councils should aim to have at least three months' operating costs from the end of each financial year.

914 ITEMS REQUESTED BY PARISH COUNCILLORS

- **Plaque to commemorate air crew killed in the area during WWII**

At the previous meeting, Councillor Les Horne requested the inclusion of this item on the agenda. It was **AGREED** that, in the absence of the Chairman, the item be deferred to the August meeting.

915 SPEED WATCH SCHEME

Councillor Wright reported that speed watch activities had reduced during the hot weather.

At the previous meeting Members had commented that some of the signs appeared not to be working correctly. In view of this, TWM Traffic Control Systems Ltd. had been asked to inspect the signs. The company had advised that, if on inspection there was no fault, the Parish Council would be charged for the inspection.

916 PLANNING MATTERS

There were no planning applications on this occasion.

917 REPORT FROM MEMBERS APPOINTED TO OUTSIDE BODIES

- LAP Representatives (L Horne and W T Beard)

Councillor Beard reported on the Crewe LAP meeting.

- Police Cluster Meeting:

Councillor Les Horne had attended the last Bunbury Police Cluster meeting and sent a brief report to the Clerk. A major joint project was being arranged with Mercia and Manchester Police to address the problem of known gangs from outside the area who were committing crimes within this area.

The meeting had been informed that there was a slight increase in burglaries.

918 BOROUGH COUNCILLORS' REPORTS

There were no Borough Councillors in attendance.

919 CORRESPONDENCE

The Clerk reported receipt of correspondence received since the last meeting.

Cheshire East Council

- Planning lists – 9 July
- Highway projects planned and in progress

Cheshire Association of Local Councils

- Crewe and Nantwich Area Minutes – 4 July 2013
- Filming town and parish council meetings – this only applied to principal councils
- Cheshire Community Action (CCA) – various matters
- Better Broadband – CCA update

Other

- Police Commissioner's fund for crime-reduction projects
(This had been forwarded to the Clerk by Borough Councillor Margaret Simon)
- Nantwich Police Youth Fishing Competition – 25 July 2013
- Local resident had requested that the parish field be strimmed around the edges as the vegetation was encroaching into her garden through the fencing. This area would be strimmed by Councillor McGlone later in the week.
- St Peter's Flower Festival

The Mayor and a TV celebrity had been invited to open the Flower Festival on 5 July. The Chairman had written to the Vicar of St Peter's about this as he considered that the Parish Council should have been invited to be represented.

The Vicar had sent an apology for not issuing a formal invitation to Members.

920 NEXT MEETING

Date: 19 August 2013
Agenda item: Risk assessment/management

921 NOVEMBER MEETINGS

The November meetings were 18 November (Budget) and 25 November (ordinary). The hall was not available on the 18 November and the Parish Council was offered the opportunity of holding this meeting in the church.

RESOLVED: That the budget meeting and ordinary business meeting be combined and held on 25 November 2013 in the hall.

922 SHARED INFORMATION

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

- Correspondence previously issued to Members had included notification of a Police Event to be held on Tuesday, 23 July 2013 and the invitation was open to all Members. Councillors McGlone and Wright agreed to attend.
- Register of Members' Interest forms: Seven had now been uploaded onto the website. The Clerk was asked to remind other Members of the need to complete their forms.

923 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.

924 PORTABLE DEFIBRILLATOR UNITS (Automated External Defibrillators - AEDs)

Members gave initial consideration to three quotations for the purchase of two defibrillators. Although an identical specification had been sent to each of the three companies, the quotations did not appear to be on a like-for-like basis and it was difficult to make comparisons.

RESOLVED: (a) That a decision be deferred for the time being;

(b) That consideration be given to inviting Mr Sharples (NW Ambulance Trust) to attend a future meeting to offer advice in respect of the quotations received; and

(c) That the Clerk prepare a comparison table setting out the details of the equipment and prices.

Reason for exclusion:

Relates to the financial affairs of other than the Parish Council.

.....Chairman

The meeting commenced at 7.40 pm and concluded at 8.40 pm