

**MINUTES OF A MEETING OF MINSHULL VERNON & DISTRICT PARISH COUNCIL  
HELD IN ST PETER'S COMMUNITY HALL, MINSHULL VERNON  
ON 22 OCTOBER 2012**

**PRESENT:** Councillor Les Horne Chairman  
Councillor W T Beard Councillor D N Bebbington  
Councillor Linda Horne Councillor B Palin  
Councillor P Wright

**IN ATTENDANCE:** PCSO V McKenna  
Borough Councillor M E Jones

**APOLOGIES:** Parish Councillors I Chenery, K Halford, M McGlone and B Palin

**687 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 to leave the meeting prior to discussion of the item.

No declarations were made.

**688 MINUTES**

**RESOLVED:** That the Minutes of the Meeting held on 24 September 2012 be approved as a correct record subject to the following correction:

Minute 673 (Title of "Councillor" used in Minutes)

The resolution to read as follows:

**"RESOLVED:** That the Minutes of Meetings refer to 'parish councillors' in the list of those present and also when it was necessary to name a parish councillor in the body of the Minutes.

(Note: During meetings, parish councillors would be addressed less formally.)"

**689 POLICE PRESENTATION**

PCSO McKenna reported on criminal activity in the parish over the previous month.

- Two shoplifting
- Two thefts (including 'drive-offs' from fuel garages)
- Nine criminal damage
- Two burglaries
- One theft from a motor vehicle
- One theft of a motor vehicle (possibly a SORN)
- One environmental anti-social behaviour (ASB) incident
- Five nuisance ASBs
- Five personal ASBs

This was PCSO McKenna's last Parish Council meeting; she had been appointed as a Police Constable and would be taking up her new post in the next few weeks. PCSO McKenna was thanked for her attendance at meetings over several years and Members expressed their good wishes for her future career. A replacement PCSO had not yet been appointed.

**690 MATTERS ARISING (Not detailed elsewhere on the agenda)**

**690.1 Long-term Use of Community Hall**

Following a query at the previous meeting, the Reverend Philip Goggin had confirmed that there were no plans to change the arrangements for managing the hall after 7-years. The hall belonged to the church.

### 690.2 Honorary Freeman Board

The Parochial Church Council (PCC) had agreed that the Freeman Board could be put in the main hall, as requested by the Parish Council. The PCC had not yet agreed that it could be placed underneath the clock but this had not been ruled out. The PCC had requested that it be involved in the decisions about the size and construction of the board as this would have a bearing on the most appropriate location, particularly as such activities as ball games take place within the hall. Members noted that the decision in respect of the size and design of the board had already been made.

The Clerk had written to Sign Studios, the company which had been commissioned to make the board, requesting a timescale for its completion.

### 690.3 White Posts around Parish Field and War Memorial

The Parish Council considered a quotation from Willis's Drainage of Sandbach for the provision of marker posts on both Moss Lane, adjacent to the parish field and Eardswick Lane in the vicinity of the war memorial.

- (A) Provide and install approximately 27 x Verge Master road marker posts along Moss Lane at 3 metre centres @ £27.00 each;  
Plant and labour £1.00 per post
- (B) Provide and install approximately 34 white marker bollards along Eardswick Lane.  
£11.19 per post;  
Plant and labour £2.00 per post.

**RESOLVED:** (a) That Regulations as to Contracts be waived to enable a contract to be negotiated with Willis's Drainage of Sandbach, without competition. The reasons for waiving the regulations were:

- i. The company had significant business experience in the parish and its services were regularly used by local farmers;
- ii. Financial Regulation 11 (a) stipulated that *'every contract shall comply with these financial regulations and no exceptions shall be made [...] provided that these regulations shall not apply to contracts which relate to items (i) to (vi) below, Regulation (ii) being –*  
*'that for specialist services such as are provided by solicitors, accountants, surveyors and planning consultants'.*

The Parish Council concluded that whilst the type of company was not specifically named in Financial Regulation 11 (a) (ii), its services fell within the ambit of the regulation and for this reason the quotation should be accepted;

(b) That the quotation submitted, as detailed above, be accepted, subject to a detailed measurement of the site being undertaken, and the quantity of posts to be confirmed by the Clerk; and

(c) That the details be reported to the next meeting of the Parish Council.

### 690.4 Dumping of Waste – Parish Field

The Clerk had reported to Wulvern Housing that food waste and other vegetation had been dumped onto the Parish Council's field in the vicinity of Moss Lane, stating that the problem had occurred on previous occasions and that not only was it unsightly, but the disposal of food waste was also a potential health hazard.

Wulvern Housing had stated that without evidence to indicate the likely culprit, it could not take action as indicated. The Clerk was asked to contact Councillor McGlone requesting any available evidence

### 690.5 Removal of Disused Notice-Board

There had been confusion over which notice-board was to be removed. It was confirmed that it was the former Crewe and Nantwich Borough Council board outside the Co-Op on Parkers Lane.

### 690.6 Remedial Work – Diamond Jubilee Memorial Footpath and Plinth

There was no update available.

### 691 PUBLIC QUESTION TIME (10 MINUTES)

In the absence of members of the public, the Parish Council proceeded to its next business.

### 692 KEEP IT GREEN CAMPAIGN

Margaret Smith, Chairman of the 'Keep it Green Campaign' was unable to attend the meeting but had sent a brief written report which was noted. Councillor Bebbington, a founder member of the group, also reported on the Group's activities.

### 693 FINANCIAL MATTERS

#### 693.1 Authorisation of Payments

**RESOLVED:** That the following payments be approved.

£80.00	HMRC – Tax on Clerk's salary
£48.00	CVS Cheshire East – second half-year payment for payroll service
£26.70	Mrs C M Jones – Contribution to telephone expenses

#### 693.2 Receipts and Payments Statement

A Receipts and Payments statement showing the half-year financial position was submitted and the bank reconciliation was noted.

	£
Total Receipts	65,635.69
LESS Payments	-37,091.47
TOTAL	<u>28,544.22</u>
Reserve Account	29,384.88
Current Account	100.00
	<u>29,484.88</u>
LESS un-presented cheques	-940.66
	<u>28,544.22</u>

Following issue of the Receipts and Payments statement, and prior to the meeting, a Member had raised a number of issues, mainly related to the VAT element which showed only £2,814 of VAT having been incurred. In response to the queries, the Clerk had prepared a Supporting Statement which was now submitted. The statement gave specific responses to the points raised. It was acknowledged that whilst the Receipts and Payments statement only showed VAT of £2,814, a claim for £3,815.15 had been submitted to HMRC for the period 1 August 2011 – 30 June 2012, made up as follows:

£ 968.49	for the period Aug 2011 – March 2012 (financial year 2011-2012)
£2,846.66	for the period 1 April 2012 – 30 June 2012 (partial financial year 2012-2013)

This represented an under-claim of **£37.01** for the period and this would be re-claimed in the next submission which would be at the end of the financial year.

Members also noted the VAT re-claims over the previous 5-years.

	£
April 2007 – March 2008	155.62
April 2008 – March 2009	638.94
April 2009 – March 2010	987.06
April 2010 – March 2011	1,955.38
April 2011 – June 2012	3,815.15

Claims for VAT were generally submitted annually to coincide with the financial year-end; however, where a significant amount of VAT has been incurred, more frequent claims can be made.

### 693.3 Grant Application

The Parish Council considered a grant application from Leighton Primary School, requesting funding for the purchase of a Christmas tree.

**RESOLVED:** That a grant of £60 be made to Leighton Primary School for the purchase of a Christmas tree.

### 693.4 Revision to Bank Mandate

The Parish Council was asked to revise the bank mandate in respect of the Clerk's salary as follows:

From	£210.10 per month (net)
To	£319.79 per month (net)

The Clerk's contracted hours had been increased from 1 September 2012, with a consequent increase in salary. The additional salary for September, had been paid by cheque.

**RESOLVED:** That the bank mandate in respect of Mrs C M Jones' salary be amended as detailed above, with effect from 1 October 2012.

## 694 ADVERTISING OF PARISH COUNCIL VACANCIES

It was reported that the Electoral Registration Service at Cheshire East Council was unable to allow canvassers to hand-deliver leaflets on behalf of the Parish Council.

At the previous meeting, the possibility of an Open Evening was briefly discussed with the aim of attracting residents who might wish to be co-opted. It was agreed that this be deferred until the Spring of 2013.

Councillor Bebbington was thanked for his offer to hand-deliver 2000 flyers in his ward area, if these could be provided to him at the December meeting.

## 695 ITEMS REQUESTED BY PARISH COUNCILLORS

### Councillor Les Horne

- (i) Progress in respect of the 30 mph speed limit on the A534 outside St Peter's Church.

A speed limit of 30 mph could not be introduced, as originally envisaged, but changes to the junction from the church would be carried out and this would bring about an improvement.

- (ii) Flooding in the parish. Parish Councillors reported on recent flooding in the parish and complimented the Borough Council, and Councillor Michael Jones, for their speedy and effective response to the situation.

**RESOLVED:** That a letter of thanks be sent to Cheshire East Council's flood-response team.

- (iii) Cutting of hedges on Parish Field. The Clerk had sent a letter of thanks to Mr Darlington who had trimmed the hedges around the parish field.

#### 696 REPORT FROM MEMBERS APPOINTED TO OUTSIDE BODIES

- LAP Representatives (L Horne and W T Beard)

Councillor Horne reported on a recent Nantwich LAP Highways Group meeting (17 October 2012). A route management study of the A530 was to be undertaken in the next few weeks.

A copy of the Terms of Reference for the Highways Group was read to the meeting.

- Cheshire Association of Local Councils (Report from meeting held on 27 September at Wychwood Village Hall). The Minutes of the Meeting, prepared by ChALC were submitted.

#### 697 PLANNING

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

12/3771N	The Gables, Bradfield Road, Leighton	Demolish existing building and build 13 new houses and associated access road.
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**RESOLVED:** That the Parish Council object to planning application 12/3771N on grounds of highway safety and compatibility with the street scene.

12/3513N	Brindlewood, Middlewich Road, Minshull Vernon	Siting of static caravan on land at Brindlewood for use as holiday let
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**RESOLVED:** That the Parish Council express concern in respect of planning application 12/3513N on the grounds that it might lead to creeping development.

12/3727N	Manor Orchard, Flowers Lane, Leighton	Outline application for residential development
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12/3493N	Manor House, Bradfield Road, Leighton	Two-storey side extension
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12/3830N	37 Carrington Way, Leighton	Two-storey side extension
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**RESOLVED:** That no observations be made on planning applications Nos. 12/372N, 12/3493N and 12/3830N

#### 698 SPEED WATCH SCHEME

The Parish Council was updated on the Speed Watch scheme.

#### 699 BOROUGH COUNCILLORS' REPORTS

Borough Councillor Michael Jones reported on Cheshire East Council matters of interest including the following:

- Possibility of 20 mph speed limits in all villages
- All housing developments to embrace the concept of villages

- Trying to retain jobs in the borough and had been successful in adding 400 during October
- Improvements in pot-hole filling to be implemented.

Councillor Bebbington reported on the Sustrans scheme between Mablins Lane and Leighton Primary School which had been delayed owing to technical problems on the footways.

**700 CORRESPONDENCE**

There were no items of correspondence.

**701 SHARED INFORMATION**

There were no shared items.

**702 DATE OF NEXT MEETING**

**22 November 2012**

**703 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.

**704 POTENTIALLY DEFAMATORY CORRESPONDENCE**

Members discussed correspondence in which parish councillors had been named and the information disseminated widely. Advice had indicated that the comments made were not actionable, albeit that they were offensive to the named parish councillors.

It was agreed that in the event of similar correspondence being sent in future to the Clerk, she discuss this with the Chairman, and, if appropriate, the correspondence would be scheduled for discussion in Part 2 of the meeting.

(Note: Whilst it was not normal practice for a Borough Councillor to remain in attendance during this part of the meeting, on this occasion, Councillor M E Jones was invited to participate in the discussion as a person who could offer advice on the subject-matter and had been named in the correspondence discussed.)

.....Chairman

The meeting commenced at 7.00 pm and concluded at 8.45 pm