

**MINUTES OF A MEETING OF MINSHULL VERNON & DISTRICT PARISH COUNCIL
HELD IN ST PETER'S COMMUNITY HALL, MINSHULL VERNON
ON 25 MARCH 2013**

PRESENT:	Councillor Les Horne	Chairman
	Councillor W T Beard	Councillor M Bromhead
	Councillor I Chenery	Councillor K Halford
	Councillor Linda Horne	Councillor M McGlone
	Councillor B Palin	Councillor M Wilson
	Councillor P Wright	
IN ATTENDANCE:	Margaret Smith	Keep It Green Campaign
	David Scott	Candidate for Co-option
APOLOGIES:	Councillor D N Bebbington	

812 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.

813 MINUTES

RESOLVED: That the Minutes of the Meeting held on 25 February 2013 and the Special Meeting held on 28 February 2013 be approved as correct records.

814 MATTERS ARISING (Not detailed elsewhere on the agenda)

(a) CEC Maintenance of Zebra-crossing Beacon Lighting

It was reported that Cheshire East Council (CEC) had confirmed that it would take over the maintenance of the new Zebra-crossing beacon lighting purchased by the Parish Council. If technology advanced and it was deemed appropriate to replace the equipment, this would be at Cheshire East Council's expense.

(b) Honorary Freeman Board

The Honorary Freeman Board had now been removed for refurbishment. An invoice for the cost of the addition of the name "Major (Rtd) Douglas C Forrest, MBE" on the board had been received in the sum of £54 (£45 + £9 vat).

RESOLVED: That payment of £54.00 to Sign Studios, be authorised for the addition of a name onto the Freeman Board.

815 OUTSTANDING MATTERS

The following items were still outstanding:

- (i) Posts around war memorial and parish field (Willis's Drainage)
This matter was first raised in November 2012 and it had recently been reported that the company had been excessively busy owing to the poor weather but would carry out the work as soon as practicable.

The matter had been followed up again.

- (ii) War Memorial Footpath/Plinth
Ben MacDonald was due to carry out remedial work on the plinth. The Clerk had sent him a reminder and was awaiting a response.

(Note: Councillor Bromhead arrived during discussion of this item.)

816 POLICE MATTERS

It was reported that Lawrence Price had been appointed as the PCSO covering Leighton and Coppenhall Wards. PCSO Price had been informed of the date of the meeting but owing to work commitments was unable to attend the meeting.

817 PUBLIC QUESTION TIME (10 MINUTES)

There were no questions from members of the public.

818 CO-OPTION

The Parish Council was invited to consider co-opting David Scott onto the Parish Council. Mr Scott was a local elector and wished to be considered for representation of the Leighton Urban Ward.

Mr Scott addressed the meeting explaining his reasons for wishing to enter public life, following which his nomination was moved and seconded and a vote taken.

RESOLVED: That David Scott be co-opted onto the Parish Council, representing the Leighton Urban ward, to serve until the next elections in 2015.

(Note: Mr Scott signed his Declaration of Acceptance of Office following which he participated in the meeting.)

819 ITEMS REQUESTED BY PARISH COUNCILLORS

The following items had been requested by councillors:

- (Councillor Les Horne)
Memorial Green – infestation of moles: CEC had been notified and asked to advise.

Advice from Cheshire East Council was to the effect that if any action was taken, moles would return in a relatively short space of time, owing to the rural nature of the area.

RESOLVED: That no action be taken at present.

- Farmleigh Drive: Following the introduction of double-yellow lines in this area, cars were parking on the opposite side of the road, in close proximity to the bend, causing road safety problems. The Parish Council was invited to consider asking Cheshire East Highways to suggest a solution to the problem.

RESOLVED: That the Clerk write to Cheshire East Highways asking for suggested solutions to the traffic congestion/road safety problems in the vicinity of Farmleigh Drive.

- (Councillor W T Beard)
The Parish Council was invited to consider requesting Cheshire East Highways to install double-yellow lines on a stretch of Parkers Road.

RESOLVED: That the Clerk write to Cheshire East Highways requesting the Borough Council to consider the introduction of double-yellow lines on Parkers Road in the vicinity of Tollemache Drive.

- Councillor K Halford
Portable Defibrillation Units – Mr R Hussey from NW Ambulance Trust had been invited to attend the meeting to outline the benefits of portable defibrillation units.

RESOLVED: (a) That the invitation to Mr Hussey be renewed; and

(b) That “Portable Defibrillation Units” be included as an agenda item for the April meeting.

- Councillor K Halford
The Parish Council was invited to consider joining CVS Cheshire East. There was no charge for membership.

RESOLVED: That the Clerk arrange for the Parish Council to become an affiliated member of CVS Cheshire East.

820 KEEP IT GREEN CAMPAIGN

The Parish Council had authorised a grant of £500 in August 2012 to the “Keep It Green Campaign”.

Margaret Smith, one of the founder members of the Campaign was in attendance and presented financial statements to the Parish Council to show the current activity of the Campaign over the last few months.

Ms Smith reported that owing to the resignation of a number of members, and the personal and professional commitments of the remaining members, the Group had now become moribund. She was of the view that the Campaign had achieved all it could at this stage, but might regenerate later in the Local Plan process.

There was a sum of £199+ remaining in the Keep It Green Campaign account with no plans to spend it. It was noted that a printer had been purchased at a cost of £100 and was currently located at Councillor Bebbington’s home.

RESOLVED: (a) That the remaining funds of £199 be returned to the Parish Council; and

(b) That the cost of the printer at £100 be formally written-off and no action be taken to recover the equipment.

821 COMPLAINTS PROCEDURE

Following attendance at a Code of Conduct training session organised by the Cheshire Association of Local Councils, the Chairman suggested that a draft Complaints Procedure be submitted for consideration and adoption by the Parish Council.

A copy was submitted for consideration. The Clerk was asked to remove the names of the Chairman and Clerk, and contact details, and re-submit the document to the April meeting.

822 FAMILY DAY

A sum of £2,500 had been allocated in the budget for 2013-2014 for a Family Day. The details had not yet been agreed and the Parish Council was invited to consider this matter, including the date of the event and partnership arrangements with the two local primary local schools.

The Chairman had made initial contact with each of the Head Teachers who were supportive of the Parish Council’s proposed involvement in the fairs which were to be held at the schools in the Summer. The date of the Leighton Primary School event was 29 June, but the date of the Mablins Lane School event was not yet known.

RESOLVED: (a) That a Working Group be established comprising Councillors Michelle Bromhead, Les Horne, Linda Horne, Keith Halford and David Scott;

(b) That the Group meet as and when required, making recommendations to the Parish Council as appropriate;

(c) That the Group consider the extent of involvement in the summer events at each of the local primary schools to promote the work of the Parish Council and to encourage members of the public to put themselves forward as candidates for co-option to the Parish Council; and

(d) That the Clerk check the regulations to verify if there was a power to make a non-specific grant to each of the schools.

823 FINANCIAL MATTERS

823.1 Authorisation of Payments

RESOLVED: That the following payments be authorised:

£80.00	HMRC – Tax on Clerk’s salary
£44.98	Mrs C M Jones – ink cartridges
£195.00	John Major (Grants Butchers) – catering for Special Meeting 28 February 2013

823.2 Payroll Service

The payroll service was currently provided by CVS Cheshire East at an annual fee of £96. The Parish Council was recommended to continue this service in 2013-2014.

RESOLVED: That CVS Cheshire East be authorised to continue to provide the payroll service in 2013-2014.

824 MATTERS FOR INFORMATION

- 1 Following the installation of the DayBright LED Illuminated Zebra Crossing enhancement kits, photographs of the system had been provided to the Clerk for inclusion in a press release, and for the next edition of the Cheshire East Council PACE newsletter.
- 2 The Parish Council’s comments on the Local Plan had been submitted to Cheshire East Council on 26 February 2013.

825 PLANNING MATTERS

The Parish Council was invited to comment on the following application:

13/1091N – 12 Farmleigh Drive – Proposed rear extension.

RESOLVED: That no objections be raised to planning application No. 13/1091N.

826 REPORT FROM MEMBERS APPOINTED TO OUTSIDE BODIES

- LAP Representatives

Councillor Beard reported on his attendance at the Crewe LAP meeting on 27 March and Councillor Wright reported on his attendance at the Nantwich LAP meeting.

- ChALC Meetings

Councillors K Halford and Les Horne had attended the Crewe and Nantwich Area meeting at which time John Dwyer, the Police and Crime Commissioner, had addressed the meeting.

- Town and Parish Councils Conference

Councillor Halford had attended the Town and Parish Councils Conference organised by Cheshire East Council and held at Congleton Town Hall in March. He reported that the presentation slides were now available on the CEC website (shared site) and the Clerk was asked to issue these to Members.

827 SPEED WATCH SCHEME

Councillors Horne and Wright updated the Parish Council on speed watch matters.

828 BOROUGH COUNCILLORS' REPORTS

There were no Borough Councillors in attendance.

829 CORRESPONDENCE

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

- Cheshire East Council media hub – includes summary of press releases issued by the Council, videos, photos, Twitter-feeds and Communication Team contact
- HS2 Briefing paper
- PACE NEWSLETTER

830 DATE OF NEXT MEETING

22 April 2013

831 SHARED INFORMATION

Members were able to share information.

832 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.

833 CONTRACT OF EMPLOYMENT – CLERK

This matter was deferred to the April meeting at which time a Staffing Committee would be established, the issue of a “Line Manager” for the Clerk would be discussed and a final draft of the Contract of Employment for the Clerk was expected to be available.

834 STRIMMER

The Parish Council had agreed a specification for a strimmer to be purchased for use by Councillor M McGlone and other appropriately trained parish councillors. Three quotations were required; the Clerk had contact details for one company and two others were required.

RESOLVED: That Councillor McGlone provide the Clerk with the names of two suppliers who could be invited to quote for the strimmer.

835 NEW SPEED WATCH EQUIPMENT

The Parish Council had allocated a sum of £6,000 in its budget for 2013-2014 for “new posts/display units”. A quotation from TWM Traffic Management Systems was now submitted for consideration.

RESOLVED: (a) That Regulations as to Contracts be waived to enable a contract to be negotiated with TWM Traffic Control Systems Ltd without competition. The reasons for waiving the regulations are:

- i. The company has provided vehicle-speed display equipment to the Parish Council over several years and its equipment and after-sales service have been of the highest standard.
- ii. The original contract (for a trailer-mounted speed/information unit) had been approved having sought other quotations; the quotation of TWM Traffic Control Systems had been accepted as being other than the lowest quotation and included the following reasons:
 - TWM was a company which had worked closely with Cheshire East Highways whose engineers would be involved in the technical locations of the equipment.
 - Whilst the cost of the second lowest quotation had been £800 less, it did not include training or computer software and there was a delivery charge for the equipment.
 - TWM had installed similar schemes for other Parish Councils within the Borough.

(b) That, for the reasons given in (a) above, the quotation submitted by TWM Traffic Control Systems Ltd. be accepted in the sum of £2,995 each (excluding VAT) for the provision of two No. 12V Solar powered DSD 3000 signs to operate from original solar equipment and timers already in place (total cost of £5,990;

(c) That it be noted that the signs would show the speed of oncoming traffic along with the safety message "SLOW DOWN/SCHOOL" when vehicles were speeding and "THANK YOU" when they were not; and

(d) That the Clerk place the order with TWM Traffic Control Systems Ltd.

.....Chairman

The meeting commenced at 7.00 pm and concluded at 9.25 pm