

**MINUTES OF THE ANNUAL MEETING OF MINSHULL VERNON & DISTRICT PARISH COUNCIL
HELD IN ST PETER'S COMMUNITY HALL, MINSHULL VERNON
ON 28 MAY 2012**

PARISH COUNCILLORS PRESENT:

Mr D C Forrest	Mr W T Beard
Mr D N Bebbington	Mr Les Horne
Mrs L Horne	Mr K Halford
Mr R Hollinshead	Mr M McGlone
Mr B Palin	Mr P Wright

IN ATTENDANCE: Borough Councillor M E Jones [Cheshire East Council Cabinet Member)
Borough Councillor M J Simon
Dawn Clark Crewe LAP Manager

APOLOGIES: Messrs I Chenery and M Wilson

ABSENT: Mr B Evans

592 ELECTION OF CHAIRMAN

The Parish Council was invited to elect a Chairman to serve until the Annual Meeting in 2013.

RESOLVED: That Councillor D C Forrest be elected Chairman of the Parish Council to serve until the Annual Meeting in 2013.

593 ELECTION OF VICE-CHAIRMAN

The Parish Council was invited to elect a Vice-Chairman to serve until the Annual Meeting in 2013.

RESOLVED: That Councillor Les Horne be elected Vice-Chairman of the Parish Council to serve until the Annual Meeting in 2013.

594 RESIGNATION OF MEMBER

It was reported that, owing to ill health, Councillor W Barnes had resigned with immediate effect. Members expressed their good wishes and recorded their thanks to Mr Barnes for his contribution to the work of the Parish Council over many years.

The vacancy would be advertised in accordance with the Electoral Regulations.

595 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.

596 MINUTES

RESOLVED: (a) That the Minutes of the Annual Parish Council Meeting held on 16 May 2011 be received;

(b) That the Minutes of the ordinary Meeting held on 23 April 2012 be approved, subject to the following amendment:

Minute No. 578 (Diamond Jubilee) prior to the RESOLUTION, add the words -

“The Clerk was asked to request Cheshire East Highways to authorise a traffic diversion for the afternoon of Saturday 2 June, viz. Rolls Avenue – one-way Northbound, with the return route via the A530 Pyms Lane.”

(c) That the Minutes of the Special Meeting held on 30 April 2012 be approved.

597 MATTERS ARISING

There were no matters arising.

598 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. There were no questions from members of the public.

599 APPOINTMENT OF COMMITTEES/SUB-COMMITTEES

The Parish Council was invited to consider the re-appointment of a Planning Sub-Committee with delegated powers to act on behalf of the Parish Council. Members were of the view that as the Parish Council had increased its frequency of meetings from a six-week cycle to monthly, there was no requirement for a Sub-Committee.

RESOLVED: That the Parish Council decline to appoint a Planning Sub-Committee in the current Municipal Year.

600 APPOINTMENT TO OUTSIDE BODIES

The Parish Council was invited to nominate representatives to the following organisations:

Cheshire Association of Local Councils (ChALC)
Local Area Partnership (LAP): (1) Crewe (2) Nantwich

RESOLVED: That Councillors K Halford and Les Horne be appointed as representatives on the Cheshire Association of Local Councils;

(b) That Councillor W T Beard represent the Parish Council on the Crewe LAP; and

(c) That Councillor Les Horne be appointed as representative on the Nantwich LAP.

601 CREWE LAP – PRESENTATION BY DAWN CLARK (CREWE LAP MANAGER)

Dawn Clark, the Crewe LAP Manager explained the configuration of the two LAP areas. The administrative area of Minshull Vernon and District fell within the Nantwich LAP area. There was no link with the Crewe LAP area although it was acknowledged that there was a synergy between some areas of Minshull Vernon and Crewe.

Mrs Clark further explained that although the Parish Council had nominated Members to each of the two LAPs, the mechanism for representation was through the Cheshire Association of Local Councils (Area Management Group) and it was this Group which made nominations. Notwithstanding this, Mrs Clark confirmed that she was willing to work in partnership with the Parish Council.

Reference was made to budgets and Mrs Clark clarified that LAPs did not have access to their own budgets; their role was to note gaps in provision and to identify funding opportunities.

602 POLICE PRESENTATION

PCSO V McKenna had reported to the Parish Meeting held earlier in the evening and was not in attendance at this point in the proceedings.

603 CREWE GOVERNANCE REVIEW

Members had previously been made aware that a Crewe Town Council was to be established and it was likely that elections to the Council would take place in April 2013. In the meantime, there was to be a consultation period when electors living in the un-parished area of Leighton Borough Ward would be consulted about whether they wish to be allocated to Crewe St Barnabas Town Ward or become part of Leighton Parish.

The Parish Council would be consulted as part of the Stage 2 consultation.

For information, the following Cheshire East Council minutes were submitted as background information:

- Crewe Governance Review Sub-Committee meeting – 27 April 2012
- Constitution Committee meeting – 11 May 2012

604 DIAMOND JUBILEE

604.1 Traffic Diversion

At the April meeting the Clerk was asked to make application to Cheshire East Highways to allow for one-way traffic diversion during the Diamond Jubilee event on 2 June. It was reported that the Parish Council's request had been made too late to be accommodated. A temporary One-Way Order was different from closing a street for a party. It took eight weeks to arrange an Order. Street parties were closures under the "Town Police Clauses" and only required minimal advertising; moreover there was no objection period. A street party closure would not have been a problem at this late stage, but a One-Way Order required a full Order requiring advertising and objection periods.

During discussion, reference was made to the possibility of parish councillors using cones to try to divert traffic or prevent traffic parking in certain areas. On balance, it was agreed that no action be taken as this could result in a liability for the Parish Council in the event of any road traffic collision.

604.2 The Parish Council finalised its arrangements for the Diamond Jubilee party on Saturday 2 June. Members who were volunteering would arrive at 2.30 pm at the latest ready for a briefing on events by the Working Group.

604.3 Plaque – Footpath Around the War Memorial

Parish Councillors had previously been invited to suggest an appropriate inscription for the plaque to be located on the plinth at the Diamond Jubilee footpath. It was now reported that the Chairman and Councillor R Hollinshead had agreed the wording for the inscription and had made arrangements with Oxleys of Crewe to inscribe that wording onto the granite plaque.

The wording, which was now approved by the Parish Council was noted:

*"This footpath was laid to celebrate the Diamond Jubilee of
Her Glorious Majesty Queen Elizabeth II".*

Oxleys of Crewe had agreed to make the plaque free-of-charge and the Clerk was asked to send a letter of thanks to the company.

604.4 Planning Application 12/0718N

Subsequent to issue of the agenda, the Clerk had received notification from Cheshire East Council that the planning application remained invalid. The location plan was inadequate and needed to be re-submitted to a scale of 1:1250 or 1:2500 showing two named roads, a point indicating North and the application site edged in red.

The Clerk had written to Mr MacDonald (the contractor) to request a revised plan.

604.5 Official Unveiling Ceremony

The following arrangements were agreed for the official unveiling ceremony for the Diamond Jubilee Footpath:

- Date: Sunday, 3 June at 12.30 pm
- Union flag to be draped over the plaque
- Mrs Forrest (wife of Councillor D C Forrest) to be asked to perform the unveiling

605 FINANCIAL MATTERS

605.1 Accounts for the Year 2011-2012

The Parish Council was asked to approve the Annual Return for submission to the internal auditor.

RESOLVED: That the Annual Return be approved for submission to the Internal Auditor.

605.2 Authorisation of Payments

RESOLVED: That the following payments be approved:

£52.60	HMRC – Tax on Clerk’s salary	
£70.00	Johnsons the Printers – printing of commemorative brochures for Hon. Freeman ceremony held on 30 April 2012.	
£450.00	Grants Butchers – provision of buffet for Hon. Freeman ceremony – 30 April 2012	
£8.97	Councillor P Wright – ink cartridges	
£29.77	Councillor Les Horne – ink cartridges and coffee (for meetings)	
£87.50	Cheshire Association of Local Councils – fee for training session for the Clerk	
£228.36	Councillor D C Forrest – paint for Cheshire Railings and expenditure associated with Diamond Jubilee	
£89.36	Mrs C M Jones – travel expenses	[£77.40]
	Postage	[£11.96]
£568.90	Councillor Les Horne – expenditure associated with the Diamond Jubilee.	
£90.00	Sharon Burrows (Stall - Diamond Jubilee)	
£90.00	J Williams (Face-painting – Diamond Jubilee)	
£1,250.00	M Carroll (various – Diamond Jubilee)	
£27.14	D Leech (Craft materials - Diamond Jubilee)	
£73.20	Johnsons Printers – artwork and printing of 20 posters for the Diamond Jubilee (£61.00 + £12.20 vat)	

The Clerk was asked to verify the situation in respect of recovery of VAT where parish councillors had spent funds on behalf of the Parish Council.

605.3 Quotation Revision – TWM Traffic Control Systems – Provision of Mini 300 Equipment

At its meeting in November 2011, the Parish Council had approved the purchase of equipment for use at Whalleys Green as an enhancement to the Speed Watch scheme. There was an omission in the quotation and a revised quote was now submitted. The total expenditure was £4,200, excluding VAT.

RESOLVED: That Quotation No. Q1956 from TWM Traffic Control Systems, for the provision of Mini 300 equipment, be approved at a total cost of £4,200.

605.4 Grant Application – Minshull Vernon United Reformed Church

Minshull Vernon United Reformed Church had not yet submitted its grant application.

606 NOTICE-BOARD – WOOLSTANWOOD

The Parish Council was invited to consider the provision and location of a new notice-board to replace existing at Woolstanwood.

RESOLVED: (a) That a new notice-board be located on Coppenhall Lane [between Barlows Yard and The Farmhouse Public House], to replace existing; and

(b) That a quotation be sought from Whitehill Direct for the provision of a notice-board, similar to the four notice-boards recently installed in the parish.

[Note: During discussion of this item it was confirmed that the notice-board at Whalleys Green was in the correct location. This item had been raised on a previous occasion following comment by a Member that it should be re-located.]

607 PLANNING MATTERS

The following planning applications were submitted for consultation purposes:

12/1603N – 30 Sedgemere Avenue, Leighton, CW1 3YU – first-floor side extension
12/1193N – Leighton Hospital Refurbishment and Upgrade of Existing Ward 26 Including Two Flat Roof Extensions

RESOLVED: That no objections be raised to the above planning applications.

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

608.1 Councillor Les Horne updated the Parish Council in respect of recent Speed Watch activities. Graph readings were tabled. It was **AGREED** that for future meetings, to enable Members to view and assimilate the information in the graphs, copies be provided at the start of each meeting.

608.2 Moss Lane, Leighton

This item had been requested by Councillor D C Forrest. A local resident had referred to the speeding traffic on Moss Lane, and had submitted a Freedom of Information request in respect of this matter.¹

Various options were now discussed which would avoid Moss Lane being used as a traffic “rat-run”.

¹ At the meeting held on 19 December 2011, Borough Councillor Michael Jones asked the Parish Council to consider if it wished Moss Lane to be a one-way route for traffic. No decision was taken at that meeting and it was suggested that local residents could be asked for their views.

RESOLVED: 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.

608.3 Defamation

During discussion of Moss Lane, two Members referred to potentially defamatory e-mails which had been received from a local resident. The Cheshire Association of Local Councils would be asked for advice about any legal action which could be taken against the resident.

609 ALLOTMENTS

This item had been requested by Councillor D N Bebbington. He believed that there was a growing need for allotments in the parish and suggested that part of the Mabllins Lane Playing Field would be an appropriate site. The field was owned by Cheshire East Council; he had discussed this with senior officers at the Council and they had confirmed that they would be willing to assist in this project.

It was suggested that before any action was taken, a “needs study” be undertaken, following which, a community group could be established which would make recommendations to the Parish Council on the creation and operation of an allotments scheme. The long-term implications and responsibilities for the Parish Council were briefly referenced.

Following a suggestion by the Chairman, Councillor Bebbington agreed to contact the Chairman of Weston and Basford Parish Council which itself operated an allotments scheme.

610 BOROUGH COUNCILLORS' REPORTS

Borough Councillors Jones and Simon updated the Parish Council on matters of interest. Councillor Simon reported that there was a major review of the A530 at the Rising Sun junction but she had yet to be provided with the details.

611 CORRESPONDENCE

The following correspondence had been received since the last meeting.

- A Freedom of Information request had been received from a resident [REDACTED] in respect of speeding traffic on Moss Lane, Leighton. The Clerk had responded in full to the request and tabled a copy for inspection by Members.
- Consultation had commenced on the **Revised Interim Planning Policy for the Release of Housing Land Consultation.** The consultation ended on 29 May 2012.

Cheshire East Council had recently agreed the draft Revised Interim Planning Policy for the Release of Housing Land for consultation. This document set out the Council's policy approach to maintaining a five year supply of deliverable housing land to be used as an interim measure pending the adoption of the Cheshire East Local Plan. The new National Planning Policy Framework required local planning authorities to identify and update annually a supply of specific deliverable sites sufficient to provide five years' worth of housing against their housing requirements with an additional buffer of 5% to ensure choice and competition (the buffer should be 20% where there had been a persistent under-delivery of housing).

² The Parish Council approved these minutes as a correct record at its meeting on 25 June 2012. Subsequent to that, advice had been received from the Information Commissioner's Office to the effect that the naming of the resident who had made the request, was a breach of the Data Protection Act 1998.

The purpose of this Revised Interim Planning Policy was to set out a policy to manage the release of additional land for residential development through the consideration of planning applications, to maintain a five year supply as an interim measure pending the adoption of the Core Strategy, in a manner that would not prejudice the consideration of alternative options for the development strategy for the Local Plan.

Comments could be submitted through the Cheshire East Council consultation portal.

612 SHARED INFORMATION

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

- Parish Field: Mr Micklewright, who used to carry out grass-cutting on the parish field, had died in mid-2011. Since that time, the field had been rented out to a local resident for the grazing of her horses. That resident no longer wished to use the field and a new contractor to carry out the maintenance was required.

The Clerk agreed to seek quotations for the work and report to the next meeting.

- Official Unveiling of Diamond Jubilee Footpath: The Clerk was asked to prepare a press release in respect of the official unveiling of the Diamond Jubilee Footpath, for issue to local media. Members were asked to take photographs and e-mail them to the Clerk for inclusion in the press release.
- Commemorative Jubilee Mugs: The Chairman would be attending the Mablins Lane Primary School assembly on Friday, 1 June when the commemorative Jubilee mugs, purchased by the Parish Council, would be presented to pupils. Leighton Primary School had already presented mugs to their pupils.

613 NEXT MEETING

25 June 2012

.....Chairman

The meeting commenced at 7.20 pm and concluded at 9.45 pm