

CHURCH LAWTON PARISH COUNCIL

MINUTES OF THE COUNCIL ANNUAL MEETING HELD ON WEDNESDAY 20th JUNE 2018 AT CHURCH LAWTON MEMORIAL HALL

Present: Chair Roger Young; Vice-chair Barbara Adams
Councillors: Austin Fernihough; Vic Tarrant; Sue Owen; B Banks
Cheshire East Councillor, Rhoda Bailey
The Clerk – Sue Davies

One member of the public also in attendance.

The meeting started at 7:30pm

18-19/32 APOLOGIES FOR ABSENCE

Apologies have been received from Cllr John Atkins and Neil Harper.

18-19/33 TO RECEIVE ANY DECLARATION OF INTERESTS REGARDING AGENDA ITEMS

None

18-19/34 TO APPROVE THE MINUTES OF THE ANNUAL MEETING HELD ON WEDNESDAY 16TH MAY 2018

Resolved: The minutes of 16th May 2018 were approved as a correct record by all present.

18-19/35 TO UPDATE ON AND AGREE ACTIONS RELATING TO THE TWO VACANCIES ON THE PARISH COUNCIL

The Parish Council currently has two vacancies. Cllr Harper and the Clerk are progressing an article for inclusion in a newsletter.

Actions: Cllr Harper and the Clerk to progress an article. The Clerk to continue to advertise the positions.

18-19/36 TO DISCUSS MATTERS ARISING FROM THE LAST MEETING OF 16TH MAY 2018

18-19/36/1 LOGO – AN UPDATE

The Clerk updated the Council. It was agreed that a meeting be held with the school to progress this.

Action: The Clerk to arrange a meeting.

18-19/36/2 NOTICEBOARDS – AN UPDATE

The progress of the noticeboards is awaiting the development with the LOGO.

18-19/37 TO RECEIVE CHESHIRE EAST MATTERS FROM CLLR RHODA BAILEY

Cllr Bailey raised the following issues from Cheshire East and other bodies including:

- Cllr Bailey informed that five major road schemes, including the Congleton relief road, have now been approved. A preferred bidder has been chosen for the Congleton Relief Road scheme.
- A preferred bidder has been chosen for the Cheshire East Highways contract but hasn't been announced yet.
- The New Homes Bonus was raised but is on the agenda further on and will be covered then.

18-19/38 TO RECEIVE AN UPDATE REGARDING THE FORTHCOMING MEETING HELD WITH COMMUNITY GROUPS/PARTNERS.

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The Clerk informed that a further meeting is being held on the 9th July at All Saint's Church. Dementia training has been organised for the 16th July, 7:00pm, at the Memorial Hall.

18-19/39 POLICE MATTERS

18-19/39/1 THE MAY BEAT REPORT WAS RECEIVED

The Council noted the May beat report.

18-19/39/2 UPDATE ON THE PROGRESS OF CLUSTER MEETINGS

The Clerk informed the Council of the dates of forthcoming Cluster Meetings to be held at Congleton Police Station. Cllr Young agreed to attend on the 5th July at Congleton Police Station.

18-19/39/3 PARISH COUNCIL ATTENDANCE AT AND ISSUES ARISING FROM THE PCSO SURGERIES HELD AT LAWTON MEMORIAL HALL

It was agreed that the Parish Council should try to advertise the police surgeries further. Issues arising have been locations for the SID placement.

18-19/40 TRANSPORT CONSULTATIONS – TO CONSIDER AND AGREE A PARISH COUNCIL RESPONSE.

18-19/40/1 CHESHIRE EAST LOCAL TRANSPORT PLAN CONSULTATION.

Resolved: To submit a response stressing the importance of a good bus service in Church Lawton.

18-19/40/2 CHESHIRE AND WARRINGTON DRAFT TRANSPORT STRATEGY

Deferred to be discussed at a Strategic Working group before being brought back to a Council meeting.

18-19/41 HIGHWAYS MATTERS – TO RECEIVE AN UPDATE

The Clerk updated the Council. No new issues have been brought to light.

Action: The Clerk to pursue existing outstanding matters.

18-19/42 CIVIC SERVICE 2018 – REVIEW OF THE EVENT

The Civic Service was considered a success and the Church should be thanked for their hospitality providing refreshments. One point raised was that the hymns weren't well known. It was agreed that in the following year, the item should be on the agenda for February to initiate discussions earlier.

18-19/43 GENERAL DATA PROTECTION REGULATIONS – TO RECEIVE A REPORT OFF THE CELRK

The Clerk reported that she is preparing draft documents which will be brought back to the council when complete.

Action: The Clerk to progress.

18-19/44 ASSET REGISTER CHECKING – TO RECEIVE AN UPDATE

Deferred to be discussed at a Strategic Working group before being brought back to a Council meeting.

18-19/45 STANDING ORDERS – UPDATE

Deferred to be discussed at a Strategic Working group before being brought back to a Council meeting.

18-19/46 TERMS OF REFERENCE FOR THE WORKING PARTIES

Deferred to be discussed at a Strategic Working group before being brought back to a Council meeting.

18-19/47 TRAINING RECORDS

Deferred to be discussed at a Strategic Working group before being brought back to a Council meeting.

18-19/48 RISK ASSESSMENT FOR THE LENGTHSMAN

Deferred to be discussed at a Strategic Working group before being brought back to a Council meeting.

18-19/49 NEIGHBOURHOOD PLAN – AN UPDATE

The Clerk and Cllr Owen provided an update. Further to a Steering Group Meeting earlier in the day, it is aimed to submit the Regulation 14 towards the end of 2018.

18-19/50 NEW HOMES BONUS

Cllr Bailey informed the Council about the New Homes Bonus and the conditions around it. Cllr Bailey agreed to confirm that Parish Councils are eligible to apply but felt that it was only if a service is provided. It was asked if surfacing of the Memorial Hall carpark would be eligible.

18-19/51 PLANNING

18-19/51/1 – TO RECEIVE AND CONSIDER APPLICATIONS RECEIVED SINCE THE LAST MEETING

18/2819C – Oak house, bleeding wolf lane, ST7

Resolved: No objection in principal but that the residents' concerns regarding drainage needs investigating.

18/2617C Meadow cottage, cherry lane, Church Lawton, ST73QZ

Resolved – No change from previous response.

18/2140C Church Lawton Primary School.

Resolved: No objection.

Action: The Clerk to submit the responses.

18-19/51/2 TO RECEIVE AN UPDATE ON 18/0356C – CHERRY LANE FARM, CHERRY LANE, ST7 3QX

Cllr B Adams and V Tarrant were thanks for attending the Southern Planning Committee. The application decision was deferred to that a site visit could be made.

18-19/51/3 – WAINHOMES MEETING

WainHomes have proposed some dates and the Clerk will formalise the meeting and location.

18-19/51/4 OUTSTANDING APPLICATIONS

The Clerk updated the Council on the outstanding application. (See appendix 1).

18-19/52 FINANCE

18-19/52/1 TO RECEIVE AND APPROVE THE ANNUAL GOVERNANCE REPORT 2017/2018

The Council reviewed each clause of the Annual Governance Statement 2017/2018.

Resolved: To approve the Annual Governance Statement which was duly signed by the Chair and Clerk/RFO.

18-19/52/2 TO RECEIVE AND APPROVE THE ANNUAL ACCOUNTING STATEMENT 2017/2018.

The Council received the completed accounting statement for the 2017/2018 financial year.

Resolved: To approve the accounting statement which was duly signed by the Chair and Clerk/RFO.

18-19/52/3 TO APPROVE RECEIPTS IN JUNE 2018

The receipts were noted and approved. (See appendix 2)

Resolved: To approve the receipts.

18-19/52/4 TO APPROVE PAYMENTS REQUIRED SINCE THE MEETING OF THE 16TH MAY 2018.

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The Council considered the payments. (See appendix 2).

Resolved: To approve the payments.

18-19/53 CORRESPONDENCE RECEIVED

None

18-19/54 TRAINING/MEETINGS ATTENDED NOT REPORTED ELSEWHERE

The Clerk informed that she will be attending a Society of Clerk's Conference in Bolton.

18-19/55 MEMBERS MATTERS

None

18-19/56 FUTURE AGENDA ITEMS

- Canal Bank Improvement.
- Equipment for display equipment for the Memorial Hall.
- Walking Maps of Church Lawton.

The Standing Orders were suspended whilst the member of the public present spoke to introduce himself. The meeting was subsequently resumed, and Cllr Bailey left the meeting. The Clerk left the room during discussion of the Part 2 item.

18-19/57 PART 2 ITEM –

TO REVIEW THE PAY AND SPC GARDE OF THE CLERK

Resolved:

That the Clerk receive the recommended 2% pay increase back dated until April 1st.

That the Clerk be awarded SCP 24 in recognition of the CiLCA Qualification.

That the Clerk's hours be increased to 10 per week

That, in future, the Clerk's review be earlier in the year so that changes apply from 1st April.

The meeting concluded at 21:05

To agree Date of Next Meeting: Wednesday 20th June 2018, at 7:30pm

Appendix 1

Update on outstanding Planning Applications 15th June 2018

18/2256C – 12, Crossway Road, Church Lawton, ST7 3EY.

Proposed second storey extension.

Decision Target date – 3rd July 2018

18/1607M Rectory Farm, Old Knutsford Road, Church Lawton, ST7 3EQ

Variation of several conditions on application 16/1612C.

Decision target date – 7th June 2018

18/1563C Land at Rectory Farm, Old Knutsford Road, Church Lawton, ST7 3EQ

Reserved matter application for access, appearance, landscaping, layout and scale on application 16/5562C - Erection of 5 no. dwellings with associated facilities and ancillary infrastructure.

Decision target date – 22nd June 2018

18/0726C 4, Rectory Croft, Church Lawton, ST7 3FE

Proposed new detached dwelling.

Target decision date – 6th April 2018

18/0356C – Cherry Lane Farm, Cherry Lane, ST7 3QX

Demolition of existing commercial buildings and construction of 14no residential dwellings with access, car parking and other associated works.

Note the S106 requests. Deferred for a site visit by the Southern Planning Committee date 30th May.

18/0070D Land at Twyford's Bathrooms, Lawton Road, Alsager, ST7 2DF

Discharge of condition 13 on approved application 16/1609C

Target decision date – 9th March 2018

17/6025C – Grove Manor, 79, Liverpool Road West, Church Lawton, ST7 3DL

Proposed windfall development of 5no. dwellings in the grounds of Grove Manor.

Withdrawn May 2018

17/4529C Alsager Court, Sandbach Road north, Church Lawton, ST7 3RG

Outline application for the demolition of the existing care home and the erection of a new 73 bed care home. Withdrawn 14 June 2018

17/2161C – Variation of Condition 2 of existing permission 14/2351C – Construction of 14no semi-detached houses.

Target decision date – 23rd May 2018

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Appendix 2

Financial Information for Council Meeting of the 20th June 2018

Receipts since the meeting of the 16th May 2018:

To see details of individual transactions select the underlined narrative.

Date	Narrative	Type	Debit	Credit	Ledger balance	Payment advice
31/05/2018	<u>31MAY GRS 93113293</u>	INT		0.25	6,002.05 Cr	
Totals			0.00	0.25		

Payments requiring authorisation, 20th June 2018:

Payments enquiry results

[? Help](#)

Dual Authorisation threshold: GBP 0.00

<input type="checkbox"/>	Payment ref	Type	Note	Beneficiary name	Your ref	Date committed	Amt ccy	Amount	Status
<input type="checkbox"/>	<u>476544895</u>	FPAY	T	MRS S DAVIES	CLERK - SALARY	21/06/2018	GBP	433.69	AA
<input type="checkbox"/>	<u>476777886</u>	FPAY		JDH BUS.SER.LTD	JDH BUS SER. LTD	22/06/2018	GBP	135.60	AA
<input type="checkbox"/>	<u>476558395</u>	FPAY		SANDTONY	SANDTONY13750	22/06/2018	GBP	82.50	AA
<input type="checkbox"/>	<u>476549282</u>	FPAY		OFFICE DEPOT	OFFICE DEPOT	22/06/2018	GBP	47.04	AA

[Authorise](#) > [Clear authorisation](#) > [View](#) > [Print/save details](#) > [Print/save list](#)

> [Expanded View](#) > [Refresh page](#)

> [Cancel](#) > [Print remittance advice](#)

A payment was made on the 16th April for Bankline charges - £5.60.

Processed payments since the meeting of the 16th May 2018

Date	Narrative	Type	Debit	Credit	Ledger balance	Payment advice
15/06/2018	<u>BANKLINE</u>	BLN	2.00		18,154.22 Cr	
14/06/2018	<u>CAME AND COMPANY INSURANCE CC</u>	EBP	470.00		18,156.22 Cr	
25/05/2018	<u>MRS S DAVIES CLERK - SALARY</u>	EBP	433.69		18,626.22 Cr	
23/05/2018	<u>SUE DAVIES CLERK COSTS</u>	EBP	99.30		19,059.91 Cr	
23/05/2018	<u>SHIRE PAY SERVICES SHIREPS Q1 02110</u>	EBP	24.00		19,159.21 Cr	
23/05/2018	<u>S CHESHIRE PRINT S CHESH PRINT 1788</u>	EBP	90.00		19,183.21 Cr	
15/05/2018	<u>GROUNDWORK UK GROUNDWORK UK</u>	EBP	2,247.20		19,273.21 Cr	
15/05/2018	<u>BANKLINE</u>	BLN	2.40		21,520.41 Cr	
Totals			3,368.59	0.00		

Balances – 31st May 2018

Current Account – £18,154.22

Reserve Account - £6,002.05