

**MINUTES OF A MEETING OF SHAVINGTON-CUM-GRESTY PARISH COUNCIL
HELD ON 9 SEPTEMBER 2015 IN SHAVINGTON VILLAGE HALL, SHAVINGTON, CREWE**

PRESENT:	Councillor P Yoxall	Chairman
	Councillor G McIntyre	Vice-Chairman
	Councillor V Adams	Councillor E Ankers
	Councillor S Cheshire	Councillor B Cooper
	Councillor B Gibbs	Councillor R Hancock
	Councillor W McIntyre	Councillor A Yoxall
IN ATTENDANCE:	Borough Councillor S Edgar	Ward Councillor – Shavington
	Borough Councillor J Clowes	Ward Councillor - Wybunbury
	PC John Roberts	
	Carol Jones	Parish Clerk
	Christopher Moulton	Retiring Parish Clerk
	Five members of the public	
APOLOGIES:	Councillors K Gibbs and B Melling	

Carol Jones, who had been appointed Clerk to the Parish Council with effect from 1 September 2015, was welcomed to the meeting.

72 DECLARATION OF INTERESTS

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

No declarations were made.

73 PUBLIC QUESTION TIME

Members of the public were able to address the Parish Council under the Public Question Time procedure. The following issues were raised:

- (a) Bargain Booze, Osborne Grove. Planning Application No. 15/4016N had been submitted to Cheshire East Council for conversion of two shops at 137 Main Road, Shavington, into two self-contained flats with parking facility. Following concerns expressed by the resident (and supported by parish councillors), Borough Councillor S Edgar agreed to call-in the application to enable it to be considered by the Southern Planning Committee.

Borough Councillor Janet Clowes reported that Wybunbury Parish Council had established a local liaison group (Wybunbury/Shavington Triangle Development Monitoring Group) to work with a local developer. Wybunbury Parish Council was seeking the nomination of a parish councillor from Shavington-cum-Gresty Parish Council.

Councillor Sheila Cheshire was nominated as the representative. The Clerk undertook to notify the Clerk at Wybunbury Parish Council.

- (b) Planning Application No. 15/3752N: 416 Newcastle Road, Shavington (Construction of five detached two-storey dwellings with car parking and car parking for existing workshop, with shared access).

Borough Councillor J Clowes reported that she had discussed this application with the Case Officer who was recommending refusal. Councillor Clowes had asked to be notified of whether the application was to be determined as an Officer-delegated decision, or if it was to be called-in by a Borough Councillor. The reason for this was to ensure that comments made by the Parish Council would be taken into account.

(Note: Borough Councillor Clowes withdrew from the meeting at this point in the proceedings.)

- (c) Two other residents raised issues in respect of Planning Application No. 15/3752N.
- (d) Traffic problems at the entrance to the Persimmon Homes development on Newcastle Road. Vehicles delivering heavy aggregate were (i) not permitted to enter the site until 8.00 am; and (ii) not permitted to reverse because of the nuisance caused by the reversing siren. As a consequence, vehicles arriving early parked awaiting access. Borough Councillor S Edgar reported that he had been in discussion with the Site Manager and Planning Officers and was exploring the possibility of amending condition 43 of the permission which related to access to the site.

74 PCSOs AND POLICING ISSUES

PC John Roberts was in attendance. He was covering duties for PCSO Peter Corbett who was away from work owing to a broken hand. However, a new intake of Officers was due in the near future and this would be likely to improve Police cover in the parish.

There were no specific matters to report; no anti-social behaviour incidents, but a few complaints about parking.

During discussion, a Member commented that local businesses had expressed concern at the lack of PCSOs in the parish. PC Roberts undertook to make contact with the businesses referred to and would provide a schedule of PCSO duties to the Clerk.

75 MINUTES

75.1 Parish Council Minutes – 5 August 2015

RESOLVED: That the Minutes of the meeting held on 5 August 2015 be approved as a correct record and signed by the Chairman.

75.2 Environment Committee – 11 August 2015

The Minutes of a meeting of the Environment Committee held on 11 August 2015 were submitted.

76 MATTERS ARISING

76.1 Matters Arising Minutes – Parish Council: 5 August 2015

➤ S.106 Contributions (Minute No. 58)

As agreed at the last meeting, Councillor B Gibbs and Councillor B Melling had prepared a list of improvement schemes which were appropriate for funding through Section 106 contributions or the Community Infrastructure Levy (CIL).

Councillor Gibbs tabled paper copies of the report; this would be added as an agenda item for the October meeting.

➤ School Car Park (Minute No. 68)

In response to a Member's question, Mr C Moulton agreed that he would provide a report for a future meeting.

➤ **Information Leaflet ‘(Village Voice)’ (Minute No. 59)**

Members agreed that the insert to be provided for the next edition of ‘Village Voice’ should include the Council’s logo.

➤ **PCSOs (Minute No. 69)**

The Clerk would write to John Dwyer, the Police and Crime Commissioner, in respect of the deployment of PCSOs to areas which were outside the parish on the basis that as PCSOs were funded by the Parish Council, their duties should be, predominantly, within the parish.

76.2 Matters Arising
Environment Committee – 11 August 2015

Arrangements for the Best Kept Gardens Presentation Evening to be held on 11 September 2015, were briefly discussed.

77 VILLAGE HALL MATTERS

The following matters were raised and action agreed as indicated:

- (a) Window blinds (window adjacent to car park): Required repair as they were not closing correctly. Councillor Melling would be asked to check the blinds and if necessary, Rainbow Blinds could be asked to effect a repair if required.
- (b) The ‘Fire Exit’ sign had been re-installed.
- (c) Mr Moulton was given a cash sum of £1,253+ for deposit in the Parish Council’s bank account. The income related to use of the village hall.
- (d) Councillor W McIntyre reported that enquiries from potential users of the hall were increasing.
- (e) Toilets Remodelling Scheme: Although a sum of £10,000 had been ring-fenced in the Parish Council budget for this purpose, Members considered that this was insufficient to cover the total cost of the scheme, the plans for which were still at ‘sketch-stage’ and awaiting final investigatory work prior to an application being submitted. Councillor Edgar agreed to enquire if Cheshire East Council could offer any community funding to assist this project.

78 CORRESPONDENCE

The following items of correspondence had been received:

- The next meeting of the Police and Crime Commissioner with local councils was to be held on 17 September 2015 at 6.30 pm in Congleton. The Parish Council declined to be represented at the meeting.
- Notification from Wulvern Housing in respect of forthcoming works to install seven drive-ways to properties it owned in Barons Road, immediately opposite the Co-op store on Main Road. The work was necessary partly to address parking issues and also to comply with a request from Borough Councillor S Edgar.
The site compound and facilities would be located on development land further along Main Road whilst the work was carried out, and the scheme should be completed by the end of September.
- Letter from the Cheshire East Local Plan Programme Officer indicating the resumption of the Examination of the Cheshire East Local Plan Strategy in October.

79 PLANNING MATTERS

There were no planning applications for specific consultation, but Members briefly referenced the planning applications which had been referred to by residents during Public Question Time earlier in the meeting.

80 FINANCIAL MATTERS

80.1 Insurance Renewal – 2015-2016

The Parish Council reviewed its insurance arrangements. The Council’s policy was due for renewal on 1 October 2015 and Came & Company had notified the Council that the renewal premium would

be **£2,989.63** including 6% insurance premium tax. This took into consideration the Council's three year agreement which expired on 30 September 2016 and included cover for the full value of the new notice-boards.

The company had indicated that if the Parish Council wished to enter into a new three-year agreement (commencing 1 October 2015 terminating on 30 September 2018) the premium would be reduced by 5% to **£2,840.15**.

RESOLVED: That the Parish Council enter into a new three-year agreement with Aviva (via Came & Company), commencing 1 October 2015 and terminating on 30 September 2018 at a fee for 2015-2016 of £2,840.15.

80.2 Authorisation of Payments

RESOLVED: That the following payments be authorised:

		£
(a)	C M Moulton Clerk's salary net of tax/NI	725.87
(b)	M Webster & Son Grounds maintenance work August 2015	853.00
(c)	A J Hardy Ltd. Payroll service	15.00
(d)	C Willetts Website maintenance	25.00
(e)	Petty Cash BKG Presentation Evening	120.00
(f)	Came & Company Insurance premium	2,840.15
(g)	Best Kept Gardens Comp 1 st Prize	50.00
(h)	Best Kept Gardens Comp 2 nd Prize	30.00
(i)	Best Kept Gardens Comp 3 rd Prize	20.00
(j)	Best Allotment Plot prize	10.00
(k)	Best OAP garden prize	10.00
(l)	P Yoxall BKG Refreshments reimbursement/ Travel reimbursement	155.91
(m)	Must See Musicals Grant	50.00
(n)	Shavington Players Grant	50.00
(o)	Shavington Brownies Grant	100.00
(p)	Shavington Scouts Grant	100.00
(q)	Shavington Dynamos Grant	250.00
(r)	HMRC C Moulton tax/NI July-September 2015	782.07
(s)	Mrs C M Jones Clerk's net salary for September	809.00
(t)	BDO LLP External audit	360.00
(u)	D Espley Building work to village hall step	301.50

It was noted in approving the payments, that the five grants (Must See Musicals, Shavington Players, Brownies, Scouts and Dynamos) had been approved at the August meeting at which time it had been agreed that cheques should be despatched in September.

80.3 External Audit – 2014-2015

It was reported that BDO LLP had concluded its audit of the accounts for 2014-2015. Its report was available for inspection.

The only matter for note was that which had also been noted by the Internal Auditor, viz. that all payments must be recorded in the Minutes of each meeting. It was further noted that this was the

Parish Council's practice but during 2014-2015 the Village Hall Management Committee did not meet until the latter part of the financial year and there were some items of expenditure which could not be recorded until the financial year 2015-2016.

81 PARISH BUSINESS

Members were invited to share information which had not been available for inclusion on the agenda. Issues raised included the following:

- Neighbourhood Planning: Having reviewed the input required to prepare a Neighbourhood Plan, a Member commented that she doubted if the Parish Council had the capacity or the expertise to embark on such a project.
- Greenfields and Ashcroft: Councillor Hancock reported that she had now cleared the gully between these two roads.
- The new post-box which was due to be installed was not yet in place. Councillor Edgar undertook to make enquiries.
- Queen Street car park was untidy owing to litter.
- A Member commented on the mix of ages of children in reception classes at the primary school.

82 DATE OF NEXT MEETING

7 OCTOBER 2015

83 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 owing to the confidential nature of the business to be transacted, and the public interest would not be served in disclosing the information.

84 VINE TREE PLAYAREA

(Reason for exclusion: Potential disclosure of identity of individuals.)

Members discussed the current situation in respect of the opening and closing hours of the Vine Tree Play Area. The Clerk had written to the key-holders to inform them of the Parish Council's decision on 5 August 2015 that the play area should be opened at 8.00 am and closed one hour after sunset each day.

The key-holders had responded to the effect that this was not a satisfactory arrangement from their perspective.

Following discussion of various options to ensure that arrangements would suit the key-holders and did not disadvantage the children using the play area it was -

RESOLVED: That the Clerk write to the key-holders inviting them to suggest a closing time which they considered acceptable.

85 CLERK/RFO TO THE COUNCIL

(Reason for exclusion: Employment matter which must be dealt with in the absence of the press and public.)

It was reported that the Interview Panel had appointed Carol Jones as Clerk/Responsible Financial Officer to the Parish Council, with effect from 1 September 2015, at a salary of £12,137.00 per annum, to be reviewed upon completion of six months' service. Mr C M Moulton would remain in post until 30 September 2015 to ensure a smooth hand-over of the role.

.....Chairman