

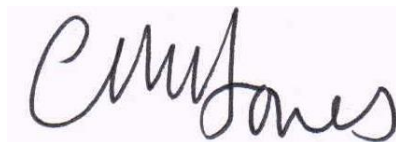


**Parish Councillors are summoned to an
MEETING OF THE PARISH COUNCIL**

DATE: WEDNESDAY, 2 AUGUST 2017
TIME: 7.15 PM
VENUE: SHAVINGTON VILLAGE HALL
SHAVINGTON

Enquiries to: Clerk: Carol Jones

Issue date: 27 July 2017



To: Members of the Parish Council
Councillors W Cooper (Chairman), K Gibbs (Vice-Chairman), V Adams, E Ankers,
E Clayton, S Cheshire, M Ferguson, B Gibbs, R Hancock, G McIntyre, W McIntyre and
P Yoxall

Copies: Borough Councillor Steven Edgar
PC Ollie Cross, PCSO V Moulton, PCSO P Corbett
Mr W Atteridge, Chairman of the Neighbourhood Plan Steering Group

Note: Members of the public are asked to print their own copy of the agenda from the website. Members of the public without access to the Internet are asked to contact the Clerk by no later than noon on the day of the meeting to ensure that spare copies of the agenda are available at the meeting.

A G E N D A

1 APOLOGIES

Apologies for absence should be notified to the Clerk by noon on the day of the meeting, if possible.

Councillor E Clayton.

2 DECLARATION OF INTERESTS

Members to declare any disclosable pecuniary interest or non-pecuniary interest which they have 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.

Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare, or not, is the responsibility of the Parish Councillor, based on the particular circumstances.

3 MINUTES

To approve as a correct record, the Minutes of the meeting held on 5 July 2017. (enclosed)

4 MATTERS ARISING (Not detailed separately elsewhere on the agenda)

4.1 Meeting with the Reverend Michael Leydon

As requested, the Clerk made contact with the Reverend Michael Leydon seeking dates for an informal meeting with Members. At the time of publication of the agenda, a response is awaited.

4.2 Car Park at Shavington Primary School

The Clerk has written to the Executive Headteacher to express the Council's disappointment that the car park is to be closed for a period and when it is re-opened it will be subject to access controls via a key-pad, therefore making it unavailable to residents for general parking.

The Clerk has asked if there is a specific reason that the car park will no longer be generally available for residents.

A response is awaited, but as the summer holidays have started, it is likely that there will not be a response until September.

4.3 Overgrown Tree – Opposite Village Hall

The Clerk has also written to the Executive Headteacher at Shavington Primary School about the overgrown tree, requesting that it be cut back.

5 BOROUGH COUNCILLOR STEVE EDGAR

Councillor S Edgar to report on Cheshire East Council matters of interest and provide an update in respect of outstanding parish matters.

6 PUBLIC QUESTION TIME

Members of the public are able to ask questions, or address the Parish Council in respect of any item on the agenda, or any matter relevant to the Parish Council's business and the local area.

Each member of the public is permitted to speak for a maximum of five minutes. Members of the public are reminded that this is the only opportunity for participation in the meeting.

7 NEIGHBOURHOOD PLAN

To receive an update from Mr W Atteridge, the Chairman of the Neighbourhood Plan Steering Group.

8 LOCAL PLAN UPDATE

Mr W Atteridge attended the Local Plan Update on 25 July 2017, on behalf of the Parish Council. His notes of the meeting are enclosed.

9 POLICE MATTERS

9.1 To receive a report from the PCSO(s) in respect of Police matters in the parish.

9.2 Future Arrangements for Funding of PCSOs

Councillor Kevin Gibbs to report progress in respect of preparation of the questionnaire to be included in the Newsletter 2.

10 FINANCIAL MATTERS

10.1 Authorisation of Payments

The Parish Council is asked to authorise the following payments. Any additional payments will be reported to the meeting.

A Parish Council Payments

£890.95	Mrs C M Jones	Net salary – July 2017
£282.86	HMRC	£222.80 Tax and £59.86 Employer's NI Contribution.
£205.20	Mrs C M Jones	Reimbursement for ink cartridges (£171.00 net and £34.20 VAT)
£15.00	A J Hardy Ltd	Monthly payroll service.
£80.00	C Willetts	Website support
£875.50	M Webster & Son Ltd	Grounds maintenance (£729.58 net and £145.92 VAT)
£235.00	The Leaflet Team	Delivery of the newsletter before 1 September 2017.
£495.00	Ten & Bourne Ltd.	This is the cost of the artwork for the next newsletter. It is subject to VAT. The invoice has not yet been received, but will be reported to the meeting.

B Village Hall Payments

£tba	Mrs B Fraser	Cleaning of the village hall
£51.53	ASH Waste	Fortnightly collection of waste from village hall. (£42.94 net and £8.59 VAT)

11.2 Loan from Public Works Loans Board

At the previous meeting, Members discussed potential uses for the site on which St Mark's Church stands when the new building has been completed and the site is made available for sale.

The Parish Council wished to explore the possibility of purchasing the site, and the Clerk was asked to enquire into applying for a loan from the Public Works Loans Board.

Initial enquiries about the process and eligibility for applying for a loan have been made. One of the early stages is to seek borrowing approval from the Cheshire Association of Local Councils and the Clerk has contacted the Chief Officer about this. A response is awaited. In the meantime, a copy of the guidance is enclosed.

11.3 Investment of Parish Council Funds

At the previous meeting, the Clerk advised Members that she was reviewing the legislation which governs long-term investment of funds by local councils and expected to be able to report to this meeting. Unfortunately, a response from DCLG has not yet been received. This item will be added to the September agenda.

12 DATA PROTECTION POLICY

At the previous meeting, Members suggested that a draft Data Protection Policy be drawn up and presented for adoption. Members were informed that data protection regulations will change in May 2018 and a new policy would need to be prepared at that time.

A draft policy is enclosed for adoption.

13 FREEDOM OF INFORMATION ACT 2000 – ACCESS TO INFORMATION

At the previous meeting, Members acknowledged that the Parish Council did not have in place a Freedom of Information Scheme. The Information Commissioner's Office introduced a model publication scheme which all public sector organisations were required to adopt from 1st January 2009.

The enclosed document is based on the model scheme and the Parish Council is recommended to adopt it.

14 TRANSPARENCY CODE FOR LARGER AUTHORITIES (Item requested by Councillor Benjamin Gibbs)

At its meeting held on 5 July 2017, the Parish Council adopted The Smaller Authorities (Transparency Requirements) (England) Regulations 2014, which came into force from 1 April 2015. This applied to town and parish councils whose turnover does not exceed £25,000 a year. As the Council's turnover is approximately £65,000 the Code does not apply to this Parish Council, but Members agreed to adopt it in the interests of best practice.

A Member has suggested that the Council should adopt the Code which applies to Councils whose turnover is in excess of £200,000. This Code provides for mandatory publication of additional data. It should be noted that there is no Code which applies to Councils which fall between the two levels of turnover, i.e. under £25,000 and in excess of £200,000.

The Parish Council does not have responsibility for some of the functions set out in the Code and will not, therefore, hold the relevant data-sets. Annex A of the Code summarises all the information to be published and is listed on pages 28–37.

The Parish Council is invited to consider adopting the Code.

15 PLANNING MATTERS

15.1 Planning Applications

The Parish Council is invited to comment on the following planning applications. The applications can be viewed on-line online at www.cheshireeast.gov.uk.

17/3340N 30 Burlea Drive, Shavington, CW2 5BZ
Proposed side extension

Date for observations: 9 August 2017

17/3327N 45 Osborne Grove, Shavington CW2 5BY
Two-storey side extension with rear single-storey extension and minor alterations

Date for observations: 1 August 2017 (The Clerk has requested an extension)

17/3466N Basford West Development Site, Crewe Road
Two x totem signs.

Date for observations: 14 August 2017

17/3648N 416 Newcastle Road, Shavington, CW2 5JF
Removal of condition 23 (mezzanine floors) on application 17/2476N
Construction of two single-storey buildings to be used for either B1 (offices/light industrial) and/or B8 (storage and distribution) purposes together with car parking (variation of application 15/2403N)

Date for observations: 17 August 2017

**16 SPEED WATCH
(Item requested by Councillor P Yoxall)**

Councillor Peter Yoxall to report in respect of recent speed watch activities.

17 UP-DATE ON INSTALLATION OF VEHICLE-SPEED DISPLAY UNIT

Councillor Kevin Gibbs to report progress on the installation of the vehicle-speed display unit on Crewe Road.

18 VILLAGE HALL PROJECTS

Owing to holiday commitments, it has not yet been possible to arrange a meeting of the Village Hall Management Committee to consider how to proceed on the various Village Hall projects.

19 SHARED ITEMS

Members are able to share information which was not available for inclusion on the agenda. Decisions cannot be taken under this item.

20 DATE OF NEXT MEETING:

6 September 2017

NOTES ON PLANNING APPLICATIONS

The following are the material grounds on which the Parish Council can make observations on planning applications.

1	The Development Plan in all its aspects.	13	Highway issues: traffic generation, vehicular access, highway safety.
2	Government legislation and guidance	14	Adverse impact on nature conservation interests and biodiversity opportunities.
3	Has there been pre-application consultation?	15	Loss of effect on trees.
4	Previous appeal decisions and Planning Inquiry reports	16	Capacity of physical infrastructure, eg public drainage or water systems.
5	Siting	17	Loss of privacy
6	Loss of sunlight (based on Building Research Establishment Guidance)	18	Layout and density of building design, visual appearance and finishing materials.
7	Over-shadowing/loss of outlook to the detriment of residential amenity (Note: Not related to loss of view)	19	Deficiencies in social facilities, eg, spaces in schools, doctors' surgeries.
8	Inadequate or inappropriate landscaping.	20	Effect on listed buildings and conservation area.
9	Compatibility with street scene.	21	Flooding
10	Development effect on neighbouring properties	22	Storage and handling of hazardous materials and development of contaminated land.
11	Appropriateness of use taking account of local area.	23	Local financial considerations offered as a contribution or grant.
12	Incompatible or unacceptable uses.	24	Neighbourhood Plan

The following are non-relevant matters and will be disregarded by the Borough Council.

- Matters controlled by other legislation
- Problems arising from the construction period of any works (these are covered by the Control of Pollution Acts).
- Opposition in principle to development when this has been settled by an outline planning permission or appeal.
- Effect on private rights.
- Provisions in covenants/deeds.
- Applicant's personal circumstances (unless exceptionally and clearly relevant, eg provision of facilities for someone with a physical disability).
- Effect on property values.
- Loss of view
- Opposition to business competition.
- Factual misrepresentation of the proposal.
- Private opinions.
- Business competition
- Moral issues.