

**MINUTES OF A MEETING OF SHAVINGTON-CUM-GRESTY PARISH COUNCIL
HELD ON 7 SEPTEMBER 2016 IN SHAVINGTON VILLAGE HALL, SHAVINGTON, CREWE**

PRESENT:	Councillor G McIntyre	Chairman
	Councillor W McIntyre	Vice-Chairman
	Councillor V Adams	Councillor E Ankers
	Councillor W Cooper	Councillor S Cheshire
	Councillor M Ferguson	Councillor B Gibbs
	Councillor K Gibbs	Councillor R Hancock
	Councillor P Yoxall	
IN ATTENDANCE:	Borough Councillor S Edgar	Ward Councillor – Shavington
	Mr W Atteridge	Chairman of the Neighbourhood Plan
		Steering Group
	Inspector Kate Woods	
	Six members of the public	
APOLOGIES:	Councillor A Yoxall	

88 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.

89 MINUTES

RESOLVED: That the Minutes of the Meeting held on 3 August 2016 be approved as a correct record and signed by the Chairman.

90 MATTERS ARISING

There were no matters arising from the previous Minutes.

91 BOROUGH COUNCILLOR STEVE EDGAR

Councillor S Edgar reported on Cheshire East Council matters of interest and provided an update in respect of outstanding parish matters. Reports included the following:

- Chestnut Avenue was due to be resurfaced in the near future.
- Post Office. The issue of a post office counter in the Co-op had been pursued, but was unlikely to go ahead.
- Public Inquiry – Planning Application 15/1210N (68 houses off Crewe Road)
Councillor Edgar urged residents to attend the meeting if at all possible.
He had arranged an informal briefing meeting at The Elephant public house on 15 September at 7.30 pm.
- Bus Service No. 44. Councillor Edgar was trying to identify a source of funding for the re-introduction of this service.
- Wessex Close Play Area – repairs were due to be carried out. A sum of £10,000 in S.106 funding had been allocated for new equipment. This would be released when a specific rate of occupancy on the development had been achieved. A further sum of £25,000 had also been allocated under S.106 funding.
- Bus Shelter adjacent to Cheshire Cheese public house. Ownership could not be established.

- Wessex Close – incidences of anti-social behaviour reported.
- Councillor Edgar had received complaints about noisy large commercial vehicles which were mounting footways.

92 PUBLIC QUESTION TIME

Members of the public were 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.

The issue of a Shavington to Nantwich bus service was again raised. This had been referenced by residents at the meeting held on 3 August.

Arising out of discussion, the Clerk was asked to invite Borough Councillor Rachel Bailey (Leader of Cheshire East Council) to the next meeting to advise in respect of a bus service in the parish. In the meantime, a Member requested that an item be added to the next agenda to enable the Parish Council to subsidise, on a short-term basis, a one-day a week bus service from Shavington to Nantwich return.

93 COMMITTEES

93.1 Environment Committee Meeting – 23 August 2016

The Minutes of the Environment Committee meeting held on 23 August 2016 were submitted and the Parish Council was asked to approve the recommendation in respect of the grounds maintenance contract.

Grounds Maintenance Contract

The Committee recommended that the quotation for the grounds maintenance contract be awarded to the current contractor, Mike Webster & Son Ltd. for a 4-year period commencing 1 September 2016.

It was noted that the Clerk had issued invitations to four companies inviting quotations to be received by 12 August 2016. Only one quotation had been received, namely that of the current contractor, Mike Webster Ltd.

RESOLVED: (a) That the grounds maintenance contract for the parish be awarded to Mike Webster & Son Ltd. (based on the core work as identified in the Bill of Quantities) in the sum of £8,755.00 net and £1,751.00 VAT;

(b) That the contract commence on 1 September 2016 with a termination date of 31 August 2020; and

(c) That notice to terminate the contract shall be six months by either party.

93.2 Finance Committee Meeting – 24 August 2016

The Minutes of a meeting of the Finance Committee held on 24 August 2016 were submitted for information.

John Hancock, the Internal Auditor, had agreed to review the accounts again and submit a further report to the October meeting of the Parish Council to explain the rationale behind the adjustment balance in the accounts.

93.3 Communications Committee

At the meeting held on 3 August 2016, a Communications Committee was set up comprising Councillors W Cooper, M Ferguson, B Gibbs, K Gibbs and W McIntyre.

The date of the first meeting was to be held on 14 September. A draft copy of proposed Terms of Reference was submitted for consideration.

RESOLVED: That the draft Terms of Reference for the Communications Committee be approved, subject to the following amendment:

The fifth bullet-point under item (h) to read:

The Committee shall have delegated authority to spend up to a maximum of £500 on any one occasion. Spending in excess of £500 shall be recommended to the Parish Council within the overall budget allocated for the financial year.

94 PCSOs - NEW SERVICE LEVEL AGREEMENT

Inspector Kate Woods was in attendance for discussion of this item.

Although the Parish Council expected to make a decision about contributing towards the cost of PCSOs in the parish, Inspector Woods advised that the new Police and Crime Commissioner was currently reviewing his priorities and the Council was advised to defer a decision until his review had been completed.

RESOLVED: That a decision to contribute towards the cost of PCSOs in the parish be deferred pending the outcome of a review of policing priorities by the Police and Crime Commissioner.

95 POLICE ACTIVITY IN THE PARISH

The new format Beat Manager's report had been sent by e-mail to Members. Unfortunately, this had been for the Rope parish rather than Shavington and Gresty parishes.

It was **AGREED** that future Beat Manager's Reports and PCSO duty rosters be sent to the Clerk who would, in turn, e-mail them to parish councillors.

(Note: Inspector Woods withdrew from the meeting at this point in the proceedings.)

96 NEIGHBOURHOOD PLAN STEERING GROUP

The Chairman of the Steering Group, Mr W Atteridge, spoke to this item and reported that consultation on the application for the designation of the Neighbourhood Plan area had concluded on 15 August 2016 and the Borough Council had approved the boundary for the neighbourhood area on 17 August 2016.

The following documents were now submitted:

- A summary of the Neighbourhood Plan Steering Group's meeting held on 22 August 2016
- A marketing plan
- A detailed explanation of the marketing plan.

The Steering Group was seeking approval to spend up to £6,000 to fund some of the items listed on the marketing plan. At its meeting held on 1 June 2016, the Parish Council approved a quotation submitted by Brave Little Tank, in the sum of £2,235, and at the same meeting authorised the Steering Group to spend a further £4,000. [The budget for the current year was £10,000.]

Lucy Hughes of Cheshire Community Action (CCA) was preparing the application for a grant from Locality UK, in the sum of £7,650 and this would be submitted in the next few weeks. Grant applications to Locality UK would be made as and when required to ensure that all received funding could be spent within the six months' timeframe for each grant. Any funding not spent within the timeframe would need to be returned.

The Steering Group would plan expenditure to ensure that Locality UK funding was spent first to avoid accessing the Parish Council allocation.

RESOLVED: That the Neighbourhood Plan Steering Group be authorised to spend up to £6,000 [subject to quotations being sought, as appropriate, in accordance with Financial Regulations].

97 PLANNING MATTERS

97.1 Planning Application

The Parish Council was invited to comment on the following planning application.

16/4185N Nantwich Veneers Ltd. Gresty Lane
Proposed extension to form offices to be ancillary as part of existing
B8-use building.

RESOLVED: That no observations be made on planning application No. 16/4185N.

97.2 Public Inquiry – 20 September 2016: Municipal Buildings, Crewe Planning Application No. 15/1210N

The Parish Council was invited to nominate Members to attend the Public Inquiry on 20 September 2016.

RESOLVED: (a) That Councillors M Ferguson and W McIntyre attend the Public Inquiry to represent the Parish Council; and

(b) That details of the Inquiry be publicised on the website and Neighbourhood Plan social media.

97.3 Street Naming –Street off Main Road, Shavington (Planning Application No. 13/0003N)

The Parish Council was asked to suggest a name for a street off Main Road, Shavington, where the developer had proposed 'Acorn Close'.

RESOLVED: That 'Pusey Dale Close' or 'Theo Steele Close' be offered as appropriate names for the street on the development off Main Road, Shavington.

(Note: Councillor S Edgar withdrew from the meeting at this point in the proceedings.)

98 AUTHORISATION OF PAYMENTS

RESOLVED: That the following payments be approved:

<u>Parish Council Payments</u>		
£859.12	Mrs C M Jones	Net Salary
£269.71	HMRC	Tax/NI on Clerk's salary
£54.91	Mrs C M Jones	Reimbursement for underpaid NI on Clerk's salary in August 2016.
£15.00	A J Hardy Ltd.	Payroll service (Invoice 1535)
£25.00	C Willetts	Website maintenance
£853.00	M Webster & Son Ltd	Grounds maintenance work (£710.84 net and £142.16 VAT)
£2,943.88	Came & Company	Annual insurance premium

£782.97	Cheshire Association of Local Councils	Affiliation fee August 2016 – May 2017
£6.50	W McIntyre	Travel expenses
£15.87	W Atteridge	Neighbourhood Plan expenses
£50.00	Cheshire Community Action	Membership fee
£50.00	B Gibbs	Neighbourhood Plan expenditure

Village Hall Payment

£80.16	Trident	Repairs to village Hall plumbing (£66.80 net and £13.36 VAT)
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99 TELEPHONE KIOSK

This item had been deferred from the previous meeting.

The Clerk had made enquiries of a local contractor about refurbishment of the kiosk and reported as follows:

- The phone box was in a poor state, with windows and support struts missing. Windows and support struts would need replacing and could take between 40 to 70 hours to refurbish to an appropriate standard at an approximate cost of £40 per hour.
- An alternative would be to use skilled voluntary labour, if such expertise existed in the parish.
- The work could not be carried out *in situ* because of health and safety requirements as the phone box would need blasting to remove the paint; however, an alternative would be to provide tenting around the phone box to address the health and safety issues, and effect the work *in situ* but as this would be for a prolonged period, the tenting could become vandalised.

In view of the prohibitive cost of refurbishing the phone box, the Clerk was asked to make enquiries of BT to enquire into the possibility of withdrawing from the agreement to adopt the kiosk.

100 MOBILE VEHICLE-SPEED DISPLAY UNIT (KNOWN AS A 'SID')

The Parish Council had included a sum of £3,000 in its budget for the current financial year for the provision of a mobile vehicle-speed display unit. At the previous meeting, the Parish Council agreed that photographs and specifications of various pieces of equipment were required prior to making a decision.

As requested, TWM Traffic Management Services Ltd. had supplied information about four types of unit and these were now submitted.

RESOLVED: That a quotation be sought from TWM Traffic Management Services Ltd. for the provision of a solar-powered DSD Speed Display Sign and the Smart Scan data recorder; and

(b) That the location of the sign be discussed at a future meeting.

101 VILLAGE CLEAN-UP

This item had been requested by Councillor Rene Hancock who had previously commented on the neglected state of some of the areas in the parish. It was agreed that this was important for the whole parish and a 'Clean Team' was required, comprising both parish councillors and residents.

Members agreed that early Spring 2017 would be an appropriate time to bring this initiative forward, and for this reason, it was suggested that the Environment Committee could give consideration to this at its November meeting.

RESOLVED: That the Environment Committee consider this item at its November meeting.

102 SHARED ITEMS

Members were able to share information which was not available for inclusion on the agenda. The following items were raised.

- The Chairman had received an invitation to attend the Remembrance Day service at St John's Church on 11 November 2016 and had accepted.
- Councillor Hancock would be displaying a notice for Acton Operatic Society in the local notice-boards.

103 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 transacted and the public interest would not be served in disclosing that information.

104 NOMINATION

(Reason for exclusion: Identification of individuals)

A resident had asked the Parish Council to consider recognising the work of the person mentioned in the letter submitted.

Members agreed that the person named had made a valuable contribution to the community, but there was no action which the Parish Council could take to mark the achievement.

The Clerk was asked to write to the correspondent suggesting that he make enquiries through the national honours system.

105 SCHOOL CAR PARK

(Reason for exclusion: likely to reveal the identity of individuals)

At the previous meeting, it was agreed that Councillor M Ferguson discuss with the Community Governor of Shavington Primary School, the issue of the availability of the school park to residents of the parish and visitors.

Councillor Ferguson updated the Parish Council. No further action was required at this time.

106 SHARED ITEMS (Continued)

Councillor W McIntyre provided information in respect of a Post Office service in Shavington.

.....Chairman

The meeting commenced at 7.15 pm and concluded at 9.45 pm