

**MINUTES OF A MEETING OF SHAVINGTON-CUM-GRESTY PARISH COUNCIL
HELD ON 1 FEBRUARY 2017 IN SHAVINGTON VILLAGE HALL, SHAVINGTON, CREWE**

PRESENT:	Councillor G McIntyre	Chairman
	Councillor W McIntyre	Vice-Chairman
	Councillor V Adams	Councillor S Cheshire
	Councillor W Cooper	Councillor M Ferguson
	Councillor B Gibbs	Councillor K Gibbs
	Councillor P Yoxall	
IN ATTENDANCE:	Borough Councillor S Edgar	
	Mr W Atteridge	Chairman – Neighbourhood Plan Steering Group
	PC Ollie Cross	
	Five members of the public	
APOLOGIES:	Councillors E Ankers, R Hancock and A Yoxall	

193 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.

Councillor M Ferguson declared a personal interest in Minute No. 201.3 (Request for financial donation - Mid-Cheshire Against HS2) on the basis that he was an employee of Network Rail.

No other declarations were made.

194 MINUTES

RESOLVED: That the Minutes of the meeting held on 4 January 2017 be approved as a correct record, subject to the following amendment:

Minute No. 186.3 (Payments)

Delete:	£6.25	Mrs S Cheshire
Insert:	£6.75	Mrs S Cheshire

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

It was reported that the Clerk had taken action in respect of the following items:

- Overhanging tree – opposite to the village hall
Letter sent to the school asking for it to be cut back.
- Faulty street light on 'Piccadilly'.
Reported to Cheshire East Council.

196 BOROUGH COUNCILLOR STEVE EDGAR

Councillor S Edgar reported on the following Cheshire East Council matters of interest and reported in respect of various parish matters.

- Gulleys in the parish were being cleared.
- A sum of £10m had been allocated from central government for re-generation of Crewe Town Centre, which would include improving the night-time economy.

- Councillor Edgar reported that Inspector Stephen Pratt was preparing draft recommended modifications to the CEC Local Plan following which it would be subject to consultation. The plan was expected to be adopted by the Borough Council in September 2017. In the meantime, Borough Councillor Ainsley Arnold (Portfolio Holder for Housing and Planning) would be asking Cabinet to treat the 'emerging Local Plan' in such a way that it could be used to support the rejection of speculative planning applications, particularly in those wards where new development had reached almost saturation level. A Member suggested that this could be referenced when the Parish Council submitted observations on planning applications.
- Parking problems were being experienced in the vicinity of the petrol station. The white lines required re-painting but this, in turn, would require road closures and diversions whilst the work was being carried out.
- Consultation was being carried out in respect of the one-way system at Osborne Grove.

197 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.

- Planning application No. 17/0295N – Development for up to 29 dwellings Shavington Villa, Rope Lane, Shavington, CW2 5DT

Residents asked a number of questions about this development. Notification of the planning application had only been received during the day and Members had not had sufficient time to view the plans. Following a suggestion by Councillor B Gibbs, it was –

RESOLVED: That planning application No. 17/0295N be considered at the Parish Council meeting on 1 March 2017.

198 POLICE MATTERS

The Beat Manager's latest report for January was submitted and PC Ollie Cross, who was in attendance, reported on recent activity in the parish.

PC Cross also reported on enforcement training being undertaken by the two PCSOs which would enable them to take enforcement action when appropriate.

During discussion, it was noted that 'yellow line' infringements were now a civil matter, dealt with by Community Wardens.

(Note: PC Ollie Cross withdrew from the meeting at this point in the proceedings.)

199 NEIGHBOURHOOD PLAN

The Minutes of the Neighbourhood Plan Steering Group meeting held on 9 January 2017 were submitted. Mr W Atteridge, the Chairman of the Steering Group, was in attendance and provided an additional up-date.

200 COMMITTEES

200.1 Communications Committee – 18 January 2017

The Minutes of the Communications Committee meeting held on 18 January 2017 were submitted and the Parish Council was invited to consider the Committee's recommendations.

RESOLVED: That the Committee's recommendations be approved as follows:

- Digitised version of the Woodnoth Coat of Arms for use on the website, stationery and other Parish Council publications;
- Parish Council Brand Guidelines (for the website);
- Community Brand Guidelines (for the website).

200.2 Village Hall Management Committee (VHMC) – 25 January 2017

Contract for Adaptations Work

The Minutes of the Village Hall Management Committee meeting held on 25 January 2017 were submitted. The Committee had not made any specific recommendations, but asked the Parish Council to consider how to proceed on the contract for the projects scheduled to start on 27 March 2017.

The contractor had accepted the terms of the contract for the projects at the village hall, other than the payment arrangements. He had asked for staged payments, starting with an initial sum of £20,000.00 to be made 14 days prior to the start of the work.

The Committee considered this request, but also reviewed the contents of the contract itself as one of Members, who had not been present at the meetings when the specification and quotation had been approved, expressed her concern that the contract was inadequate as it stood and was too broad in nature. Having had a full discussion at the Committee meeting, other Members accepted this view and agreed that the contract left scope for cheaper materials to be used, which could possibly be inferior in quality.

Although the contract was to be monitored by the Clerk during completion of the work, it had been acknowledged that she would only be able to insist on work being carried out to the specification as identified and could not, for example, insist on a particular brand of paint being used.

The VHMC Member who raised the issue had commented that she knew of an ex-Crewe and Nantwich Borough Council employee with appropriate credentials, who would be able to draw up a detailed specification for the works.

The Parish Council now agreed that the best course of action would be to arrange for the specification to be revised to provide more detail. It was acknowledged that this could delay the start of the work, which in turn would impact the closure of the village hall and the temporary displacement of the current regular users.

Payment Arrangements

The Parish Council briefly discussed an appropriate staging of payments and were minded to consider a 10% payment prior to start of the work, with other payments being made at intervals throughout the contract.

This matter would be dealt with at a later stage.

RESOLVED: (a) That the VHMC Member referred to in the meeting be asked to provide contact information to the Clerk who would ask for a detailed specification to be drawn up for all the projects at the Village Hall; and

(b) That the specification be submitted to the March meeting of the Parish Council.

(Note: The cost of preparing a detailed specification was not addressed in the meeting. In accordance with the Financial Regulations, the Clerk would be able to authorise a fee up to £500, in consultation with the Chairman.)

Gas Cover at Village Hall

The Parish Council was asked to approve renewal of the Careplan cover, by British Gas, for the period commencing 5 March 2017.

RESOLVED: That the British Gas Careplan cover for the gas service at the Village Hall be renewed with effect from 5 March 2017.

201 FINANCIAL MATTERS

201.1 Independent Audit of Accounts (2015-2016)

It was reported that the accounts had now been submitted to the independent auditor. He had requested information for the three years 2013-2014, 2014-2015 and 2015-2016. As the Clerk only had accounts information for 2015-2016, BDO LLP the external auditor had been able to provide some minimal information for 2013-2014. The Clerk had been able to provide some documentation for 2014-2015 but receipts and invoices for that year had not been transferred from the previous Clerk.

201.2 Authorisation of Payments

RESOLVED: That the following payments be authorised:

A <u>Parish Council Payments</u>		
£859.32	Mrs C M Jones	Net Salary (January 2017)
£269.51	HMRC	Tax/NI on Clerk's salary
£15.00	A J Hardy Ltd.	Payroll service.
£25.00	C Willetts	Website maintenance
£43.00	D Espley	Playground inspection
£875.50	M Webster & Son Ltd	Grounds maintenance work (£710.84 net and £142.16 VAT)
£200.00	Mrs C M Jones	Reimbursement for payment made to Adam Capper, photographer, for Neighbourhood Plan work.
At the November 2016 meeting, a cheque for £200.00 had been authorised. The cheque had been withheld pending receipt of the invoice which was received in December and posted to Mr Capper on 22 December; he had received it.		
The Clerk had cancelled the cheque through the bank and had issued a personal cheque for the amount, and had received a confirmation e-mail from Mr. Capper, that he had received this cheque.		
£108.00	Shavington Village Festival Committee	Fee for advertising in Village Voice (Four x £30.00 per ad, less discount for prompt payment).
B <u>Village Hall Payments</u>		
£215.00	Mrs B Fraser	Cleaning of the village hall – December 2016
£270.00	Mrs B Fraser	Cleaning of the village hall – January 2017
£44.48	Mrs V Adams	Village Hall supplies.
£104.70	North Staffs Fire Service	Annual inspection.
£353.50	British Gas	British Gas – renewal of Careplan cover for gas services. (£294.58 net and £58.92 VAT)
£117.66	ASH Waste	Invoice 379387 (£98.05 net and £19.61 VAT) December 2016

£100.00	S Castellano	Window cleaning. The cheque for £50.00 approved in December and posted to Mr Castellano had not been received by him. The Clerk had cancelled this cheque with the bank.
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201.3 Requests for Financial Aid

The Parish Council was invited to consider two requests for financial aid as follows:

- (i) North-West Air Ambulance (covering Cheshire and Wirral)
- (ii) Mid-Cheshire Against HS2

The Parish Council's small grants scheme only permitted grants to be made to local groups and organisations. An alternative source of funding was S.137, but the Parish Council had not specifically made an allocation under S.137 during the current financial year. Although funds could be *vired* from unallocated resources, the Council agreed to decline both requests on the basis that funds should be retained for the direct benefit of those in the parish.

RESOLVED: That the requests for financial aid, submitted by North-West Air Ambulance and Mid-Cheshire Against HS2, respectively, be declined.

(Note: Having declared a personal interest in this item, Councillor M Ferguson declined to participate in the discussion and voting.)

202 PLANNING MATTERS

202.1 Planning Applications

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

17/0089N 8 Meadow Close, Shavington CW2 5BE - Proposed rear kitchen extension.

17/0203N 15 Mercian Close, Shavington, CW2 5ES
Single-storey flat roof rear extension, roof light and window combination to rear.

RESOLVED: That no objections be raised in respect of planning applications Nos. 17/0089N and 17/0203N.

16/6129N Land at 414 Newcastle Road, Shavington
Approval of reserved matters from existing permission 13/4675N approved at appeal. Refer to drawings in relation to access, appearance, landscaping, layout and scale.

RESOLVED: That an extra-ordinary meeting of the Parish Council be held on 7 February 2017 (7.00 pm start) to consider this planning application.

17/0295N Shavington Villa, Rope Lane, CW2 5DT.
Residential development of up to 29 dwellings and associated infrastructure with access to be taken from Rope Lane.

As noted earlier in the meeting, discussion of this application was deferred to the meeting to be held on 1 March 2017.

202.2 Planning Application No. 16/4597N – 138 Main Road, Shavington

It was reported that this application was currently being determined by the Planning Case Officer who was minded to refuse it, although the formal decision had not yet been taken.

202.3 Planning Applications Decided

The following planning applications had now been determined by Cheshire East Council.

16/1698N	Modify Section 106
Location	Land South of Newcastle Road, Shavington and Wybunbury
Proposal	Changes to section 106 agreement - Affordable housing on application 12/3114N - Outline Application for Residential Development of up to 360 dwellings, Local Centre of up to 700 sqm (with 400 sqm being a single convenience store), Open Space, Access Roads, Cycleways, Footpaths, Structural Landscaping, and Associated Engineering Works.

16/5865N	Approved with conditions
Location	152, Crewe Road, Shavington, CW2 5AJ
Proposal	Two storey and single storey rear/side extension.

203 CLEAN TEAM (OUTSTANDING ITEM)

The Parish Council had agreed that the Environment Committee should give consideration to the creation of a Clean Team, comprising residents and parish councillors. This was due to be discussed at the November meeting but had been omitted from the agenda; however, the Committee was meeting on 7 February 2017 and this matter would be considered at that time.

204 FIXED VEHICLE-SPEED DISPLAY UNIT (OUTSTANDING ITEM)

The Cheshire East Highways Road Safety Officer who was dealing with the location for the speed display unit, had now left the Authority and the Clerk was waiting to be notified of her replacement. TWM Traffic Management Services Ltd. had manufactured the unit and was awaiting delivery instructions.

It was expected that there would be an update at the March meeting.

205 CONSULTATION – SHAVINGTON PRIMARY SCHOOL EXPANSION 27 JANUARY – 24 FEBRUARY 2017

Cheshire East Council had identified a need to provide additional primary school places in Shavington for September 2018, in response to an increase in the population in the area.

This increase in primary school capacity was needed to ensure that there were sufficient school places for children resident in this area. The latest pupil forecasting data indicated the need for 210 new school places (reception to year 6). If agreed, this would provide an extra 30 reception class places from September 2018. The Governing Bodies/Academy Trusts of Shavington Primary Academy School were therefore seeking to support Cheshire East Council in meeting its statutory duty to provide these school places by proposing the expansion of its school in response to this forecast demand.

Comments were requested by 24 February 2017.

Councillor Cooper, who had attended the public meeting held at the school earlier in the evening, reported on those proceedings.

RESOLVED: (a) That Cheshire East Council's proposal to increase pupil places at Shavington Primary School by 210 (resulting in 30 extra reception class places) be supported, in principle; and

(b) That the proposal be co-ordinated to ensure that the facilities in the parish were managed in a way which would be of benefit to all village residents.

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

206 CORRESPONDENCE

The following items of correspondence had been issued to Members under separate cover.

- Cheshire Association of Local Councils e-bulletin
- PCSO Duty Rosters
- PACE Newsletter (published by CEC)
- Letter from resident concerned about the state of the Wessex Close play area.

206.2 St John’s Methodist Church

It was reported that St John’s Methodist Church had changed its name to ‘*Shavington Methodist Church*’. The notice-board at the front of the church was to be replaced and would bear the new name.

A link from the Parish Council’s website to the church website had now been added.

207 SHARED ITEMS

Members shared information which had not been available for inclusion on the agenda.

208 DATE OF NEXT MEETING

1 March 2017

.....Chairman

The meeting commenced at 7.15 pm and concluded at 10.00 pm