



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

DAY/DATE: WEDNESDAY, 2 JANUARY 2019

TIME: 7.15 PM

**VENUE: SHAVINGTON VILLAGE HALL,
MAIN ROAD, SHAVINGTON, CW2 5DP**

Enquiries to: Clerk: Carol Jones

Issue date: 27 December 2018

To: Members of the Parish Council
Councillors V Adams, M Andrews, L Buchanan, N Cooper, B Gibbs (Chairman),
K Gibbs, E Clayton, S Cheshire, M Ferguson, R Hancock and R Moore

Copies: Borough Councillor Steven Edgar
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.

NOTES FOR MEMBERS OF THE PUBLIC

The Parish Council meets and makes its decisions in public. A Parish Council meeting is not a *public* meeting. It is a meeting *held in public*. There is no requirement in law which allows members of the public to speak at such meetings. However, the Council is pleased to offer this opportunity to local registered electors to show that it is committed to community engagement.

Please respect the fact that this is a meeting to conduct Parish Council business, and interruptions during the meeting are not permitted. If the business is disrupted in any way, the person(s) causing the disruption may be asked to leave.

PUBLIC QUESTION TIME

Members of the public are able to ask questions, or make a statement, about any item on the agenda or any matter relating to the Parish Council's business. Questions or comments in respect of the following should be directed to the appropriate authority as indicated.


- Unauthorised parking
Where there are parking restrictions in force, contact
Cheshire East Council 0300 123 5020
Where there are no restrictions in force, contact the Police 101
- Health provision, eg, doctors' surgeries
There are two main types of health services provided by the NHS in Cheshire East. These are community-based services and hospital-based services (acute sector).
For hospital-based services, contact the Mid-Cheshire Hospitals Trust (Leighton Hospital) 01270 255141

For general community services, contact
South Cheshire Commissioning Group (based at Barony Court, Nantwich) 01270 275283
GP Services - Rope Lane Medical Centre, Shavington 01270 275990
- Education
Contact the schools direct or the Cheshire East Information Line 0300 123 5500
Shavington Primary School 01270 661527
Shavington Academy 01270 685111
- Play Areas
 - Vine Tree Play Area (Parish Council) 01270 812065
 - Wessex Close Play Area (Cheshire East Council) 0300 123 5011
- Cheshire East Council
 - Bus and train times (Traveline) 0871 200 2233
 - Council Tax and Housing Benefit 0300 123 5013
 - Car parks 0300 123 5020
- Planning enforcement 0300 123 5014
- Pot holes and highway maintenance 0300 123 5020
- Electoral registration 0300 123 5016
- Environmental Health 0300 123 5015
- Street lighting 0300 123 5020
- Planning and Building Control 0300 123 5014

Members of the public are also able to address the Parish Council, i.e. make a statement, which should also relate to the business of the Parish Council.

It is not a good use of the Parish Council's time for members of the public to raise issues about hedges, street lights, pot-holes and so forth during public question time. Such matters should be reported direct to the Borough Council either by phone or using its on-line system of reporting faults. Alternatively, please contact the Clerk who can take action, or report matters as appropriate.

A G E N D A

Members are asked to note that the symbol  against agenda items, indicates that a report is enclosed.

1 APOLOGIES

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

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 circumstances.

3 MINUTES – 5 DECEMBER 2018

To approve as a correct record the Minutes of the Meeting held on 5 December 2018.



4 PUBLIC QUESTION TIME

In accordance with the Parish Council's Standing Order No. 1, members of the public are able to submit a question, either in writing prior to the meeting, or orally at the meeting, or to make a statement.

Each member of the public is entitled to ask **one question or make a statement**. Questions or statements must be addressed to the Parish Council as a whole and not to individual parish councillors. This is not an opportunity for engaging in debate with Members.

The Chairman (or Clerk) will respond to questions, but if the Chairman considers that another councillor might have the information, he will defer to him/her. This slot is for members of the public and **councillors should not participate unless invited to do so by the Chairman.**

Note: Borough Councillor S Edgar and Mr W Atteridge, each have their own item slots on the agenda and will speak under those items, but, as with other members of the public, will not be able to participate in the remainder of the meeting.

5 POLICE MATTERS

5.1 Beat Manager's Report

Owing to the intervening Christmas and New Year period, the Beat Manager's report is not available for distribution with the agenda; however, PCSO Corbett who is attending the meeting, will bring copies with him.

5.2 PCSO Priorities

At the previous meeting, Members agreed that PCSO priorities should be agreed, in accordance with the Service Level Agreement (SLA) and forwarded to Dt. Sgt. Morris for consideration.

For ease of reference, a copy of the SLA is enclosed.



6 BOROUGH COUNCILLOR STEVE EDGAR

6.1 Report

Councillor S Edgar to report on Cheshire East Council matters of interest and provide an update in respect of outstanding parish matters. Following his presentation, there will be an opportunity for Members only to ask questions.

6.2 Questions

Members are able to ask questions of Councillor Edgar in respect of his report presented under item 6.1 above. This is limited to Members and is not an opportunity for members of the public to ask questions.

7 NEIGHBOURHOOD PLAN

DECISION REQUIRED: To approve the draft Neighbourhood Plan for the purposes of Regulation 14 Consultation.

To receive a copy of the draft Regulation 14 Consultation version of the draft Neighbourhood Plan. This will be re-branded prior to publication to ensure that it is consistent with the Parish Council's branding guidelines.

It is intended that the consultation should commence at the earliest opportunity. The document will be forwarded to Cheshire East Council which will examine it. Members are asked to consider the following matters associated with the process.

- Number of printed copies required for consultation for those without access to the Internet.
- Deposit of documents for inspection. The Village Hall could be the main venue, and other venues could be suggested, such as either or both of the local schools, the Vine Tree Pub, Hickory's Smokehouse and Crewe Library.
- The draft Plan will be subject to a six-week consultation period, following which the Steering Group will collate the responses and consider whether to make changes to the draft Plan before it proceeds to the next stage.
- The Parish Council is invited to consider purchasing a PO Box No. to conceal the identity of the person who will be receiving the paper copies of the response forms. A decision on who that will be has yet to be agreed.
The cost for a six-month period is £152.40 and this will allow for a PO Box No. to be allocated, with post being delivered to the home address of the individual who agrees to collect the responses.

8 PLANNING

8.1 Planning Applications

DECISION REQUIRED: To submit observations to CEC on the following planning applications.

The Parish Council is invited to comment on the following planning applications. Any applications received after publication of the agenda will be notified to Members.

18/5851N Land south of Newcastle Road, Shavington and Wybunbury
CW2 5HR
Full application to vary details approved as part of reserved
matters (Ref: 14/30309N)

18/6222N 228 Newcastle Road, Blakelow, CW5 7ET
Certificate of proposed lawful use for granny annexe/gym/games room

Deadline date for observations: 8 January 2019

- 18/5798N Land south of 414 Newcastle Road, Shavington CW2 5JF
Detailed planning application of existing buildings and erection of up to 44 residential dwellings with up to 66% affordable housing and associated infrastructure including new site access on land to the south of 414 Newcastle Road

Deadline date for observations: 30 January 2019.

- 18/6133N Land between Barnsfield and 262 Newcastle Road, Blakelow CW5 7ET. Outline planning permission for erection of two dwellings with associated access.

Deadline date for observations: 23 January 2019

- 18/6159N 138 Main Road, Shavington, CW2 5DP
Reserved matters on application 17/3116N – Access, appearance, landscaping, layout and scale.

Deadline date for observations: 3 January 2019 (extension to 4 January 2019 granted)

- 18/6079N Crewe Alexandra Soccer Centre, Crewe Road, Shavington, CW2 5AF
Change of use from football training centre (use class D2) to a car and motor-cycle licence testing centre (*sui generis*)
- Note: *sui generis* is Latin for 'of its own kind' which means that in planning terms, developments may not be used for purposes which are not within the use class for which they received planning permission.

Deadline date for observations: 9 January 2019

8.2 Street Naming

DECISION REQUIRED: To accept the street names offered by CEC or to suggest alternatives.

The Borough Council has received an application from the developer to name five new streets off Crewe Road, Shavington (Planning application 18/2079N). The developer has put forward the following four suggestions. Appropriate suffixes will be added later; eg, Close, Way.

A Mottershead

Reason: George Saul Mottershead OBE (12 June 1894 – 5 May 1978) ran a market garden in the village in the 1920s. In 1930 he and his family moved to Oakfield Grange at Upton by Chester where they founded Chester Zoo.

B Humphrey C Emes

Reason: Both Humphrey Repton and William Emes produced plans for the grounds of Shavington Hall.

D Henshall

Reason: The land was owned by the Henshall family in the early 1900s.

9 AUTHORISATION OF PAYMENTS

DECISION REQUIRED: To approve the following payments.

9.1 Parish Council Account

£50.00	To be advised	First prize and second prize in the
£30.00		Best-Dressed House at Christmas competition.
Councillors V Adams and S Cheshire to report on winner and runner-up.		
£294.26	HMRC	£231.40 Tax and £62.86 Employer's NI
£30.00	Beardmore Accountants (Invoice 1011)	Monthly payroll service.
Amanda Hardy (A J Hardy Ltd) has sold her business to Beardmore Accountants. The fees and services have not changed.		
£80.00	C Willetts	Website support
£875.50	M Webster & Son Ltd	Grounds maintenance (£729.58 net and £145.92 VAT)
£90.68	B Gibbs	Facebook adverts for WWI Centenary and Carols at Christmas
£tba	KCOM	Charges for Wi-Fi in Village Hall

9.2 Village Hall Account

£tba	ASH Waste Services	Fortnightly waste collection
£tba	Crystal Clean South Cheshire Ltd.	Cleaning of Village Hall.

9.2 **Cheques made out at the conclusion of the Parish Council meeting on 5 December 2018**

The following cheques were made out at the conclusion of the Parish Council meeting on 5 December 2018. The Council is asked to ratify the payments:

• Woodnoth-cum-Shavington WI	£70.00	Cheque 500995
• Woodnoth-cum-Shavington WI (see item 9.3 below)	£60.00	Cheque 500996
• K Gibbs – Christmas lights	£29.99	Cheque 500997
• M Andrews – padlocks (?)	£9.42	Cheque 500998
• M Andrews – padlocks (?)	£70.00	Cheque 500999

9.3 **Cancellation of Payment**

At the Council meeting on 5 December 2018, two cheques were made out to the Woodnoth-cum-Shavington WI. One was for £70.00 and one was for £60.00. The cheque for £60.00 is an error and it is only the £70.00 which should have been authorised. The Clerk has retained the cheque for audit purposes.

9.4 **Grant Application**

DECISION REQUIRED: To agree or otherwise, the grant requested by Shavington Village Festival Committee.

To consider a request from Shavington Village Festival Committee for a grant of £250.00 to enable the Committee to promote the pantomime for 2019 (Dick Whittington). A copy of the application form is enclosed.

4

10 DRAFT BUDGET 2019-2020

DECISION REQUIRED: To approve a budget for 2019-2020.

At its meeting held on 7 November 2018, the Finance Committee considered draft budget proposals for 2019-2020. The Parish Council is now asked to approve its budget for 2019-2020.

The following documents are submitted:

- Clerk's updated report to take account of changes agreed at the December 2018 meeting.
 - Budget monitoring report and draft budget.
- To follow

11 SPONSORSHIP OF ROUNDABOUT

It is understood that Hickory's Smokehouse has offered to sponsor a roundabout in the parish and the Council is asked if it wishes to accept this offer.

(Note: This arose during discussion under Borough Councillor Steve Edgar's report at the meeting held on 5 December 2018.)

12 MATTERS OUTSTANDING FROM MEETING HELD ON 5 DECEMBER 2018

12.1 Commemorative Plaque on Village Hall

At the meeting held on 5 December 2018, Councillor Martin Andrews was asked to carry out research via the archived minutes of the Parish Council, to identify the names of all 12 councillors who were serving on the Parish Council at the time that the Village Hall was purchased by the Council.

Councillor Andrews to report progress.

12.2 Member Training Policy

To report that the Clerk will submit a draft Member Training Policy to the meeting to be held on 6 February 2019.

12.3 Baby-Changing Facilities – Village Hall

The Clerk has yet to identify an appropriate baby-changing unit for the Village Hall.

13 WWI POSTERS

At the meeting held on 5 December 2018, the Parish Council gave initial consideration to retaining the WWI posters in the Village Hall as a permanent display.

It was agreed that this matter be discussed further at this meeting.

14 TERMS OF REFERENCE FOR HONORARY FREEMAN WORKING GROUP

To consider adopting the enclosed Terms of Reference for the Honorary Freeman/ Freewoman Working Group

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15 OUTSTANDING MATTERS - CHESHIRE EAST COUNCIL

At the last meeting, the Parish Council requested the inclusion of this item on the agenda following comments made by a Member who expressed concern that Cheshire East Council has regularly failed to support the Parish Council.

Members are invited to identify specific occasions where Cheshire East Council was asked to carry out a task/tasks and has failed to do so.

16 VILLAGE HALL RE-VALUATION

To receive a copy of the report produced by Barrett Corp Harrington and to take any action which is deemed appropriate. The Parish Council might wish to refer this matter to the Village Hall Management Committee.

4

INFORMATION ITEMS

17 NEW HOMES BONUS

To report that, as agreed at the meeting held on 5 December 2018, an application for a grant under the New Homes Bonus Scheme was submitted to Cheshire East Council on 23 December 2018.

The application was for £30,000 to purchase new equipment for the Vine Tree Play Area.

18 COMMUNITY INFRASTRUCTURE LEVY (CIL)

To receive a copy of the notice that in accordance with the appropriate Regulations, Cheshire East Borough Council has published the report of the examiner, Nigel Payne of Intelligent Plans and Examinations (IPE) Ltd, on the Draft Cheshire East Council Community Infrastructure Levy Charging Schedule. The report concludes that, subject to a number of specific modifications, the draft Cheshire East Council Community Infrastructure Levy Charging Schedule provides an appropriate basis for the collection of the levy in the area. The Examiner's recommendations and reasons can be found in the report.

4

19 SHARED ITEMS (GUIDE TIME – 20 MINUTES)

'Shared Items' is a means of exchanging information but does not replace the need for decision items to be placed on the agenda.

Members are reminded that the Parish Council cannot lawfully decide any matter which has not been specifically included on the agenda, and there is case law to this effect (*Longfield Parish Council v Wright (1918) 88 LJ Ch 119*).

20 CORRESPONDENCE

To report receipt of the following correspondence.

- E-mail correspondence from CEC following requests from two Borough Councillors about the street lighting on Brook Avenue. The clerk responded to the effect that the road is unadopted and it is for the residents themselves to make arrangements for the repair of the street lights.
- E-mail inviting attendance at a meeting of the Police and Crime Commissioner on 19 December 2018. The Clerk forwarded this to Councillor Andrews to attend, but unfortunately, because of the timing of the e-mails, he was unable to attend.
- Three requests from residents for allotment plots.

21 VILLAGE HALL MANAGEMENT COMMITTEE

Members are reminded that the date of the next Village Hall Management Committee is to be held on 23 January 2019. There are two places on the Committee for non-Parish Council Members. If any Member of the Committee wishes to make a nomination, these must be sent to the Clerk by no later than 15 January 2019.

22 RECREATION COMMITTEE

At the meeting held on 5 December 2018 Councillor N Cooper was appointed as a substantive Member of the Recreation Committee. As she was formerly a non-Parish Council Member, there is now a vacancy for this category. Committee Members are asked to consider nominating to the vacancy at its next meeting.

23 DATE OF NEXT MEETING

6 February 2019