



Shavington-cum-Gresty Parish Council

Clerk: Carol Jones

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Parish Councillors are summoned to a MEETING OF THE PARISH COUNCIL

DATE: WEDNESDAY, 2 NOVEMBER 2016

TIME: 7.15 pm

VENUE: SHAVINGTON VILLAGE HALL
SHAVINGTON

Enquiries to: Clerk: Carol Jones

Issue date: 27 October 2016

Signed

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

Copies: Borough Councillor Steven Edgar
Police representatives

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 A Yoxall**

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 October 2016. ...

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

5 REPORT OF PCSO

To receive a report from the PCSOs and/or a copy of the monthly Beat Manager's Report.

6 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.

7 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.

8 EROSION OF VILLAGE

(Item requested by Councillor G McIntyre)

Following the circulation of rumours about development planned for the centre of the village, the Chairman invites Members to discuss this matter.

9 ST MARK'S CHURCH – DESIGN FOR CANDLE

(Item requested by Councillor G McIntyre)

St Mark's Church has invited the Parish Council to contribute suggestions for the design for a candle, to be supplied by the church. This will form part of its annual Christmas decoration.

Designs are to be submitted by no later than the last week in November for inclusion in the Church decoration on 3 December.

10 COMMITTEES

10.1 Communications Committee (19 October 2016)

To receive the Minutes of the Communications Committee meeting held on 19 October 2016.
The Parish Council is asked to approve the following:

To follow

Quotation submitted by Brave Little Tank in the sum of £2,245. If the quotation is accepted, a 30% deposit is required and the Council will be required to send a cheque for £750.00.

Breakdown of costs:

• Refreshment of the Woodnoth Coat of Arms	£495.00
• Brand guidelines	£650.00
• Brand assets	£225.00
• Social Media and Website assets	£600.00
• Stationery	£275.00
	<u>£2,245.00</u>

10.2 Village Hall Management Committee (24 October 2016)

At its meeting held on 24 October 2016, Members gave consideration to the outstanding projects at the village hall, namely, disabled toilets, replacement ceiling and decoration of the main hall.

The Committee recommends that Bespoke Property Solutions be awarded the contract for the disabled toilets project in the main hall in the sum of £29,879.00, and also for the replacement of the ceiling and decoration of the main hall in the sum of £9,859.00.

Details are included at agenda item 25 which also gives details of the other companies which quoted for the projects.

11 SERVICE LEVEL AGREEMENT – CHESHIRE POLICE/PARISH COUNCIL

To receive a letter from the Chief Constable which sets out the current position regarding the provision of PCSOs.

The letter suggests that the 'current arrangements' continue with the SLA which came to an end on 6 March 2016, with a view to reviewing and issuing new SLAs to local councils in April 2018.

The Parish Council is invited to consider if it wishes to accept this arrangement.

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12 TELEPHONE KIOSK – ADJACENT THE CHESHIRE CHEESE

BT has now confirmed that the Council can withdraw from the arrangement to adopt the kiosk adjacent to The Cheshire Cheese. The agreement was signed and forwarded BT, but has not been received by the company.

A Member suggested that the more modern telephone kiosk at the junction of Mains Road/Barons Road (01270 650190) might be suitable for housing a defibrillator. There is a notice in the kiosk, dated 8 September 2016, stating that BT intends to remove the kiosk as 'there has been very little use over a significant period of time'. The notice goes on to explain that there is a 42 day consultation period and interested parties are invited to contact Cheshire East Council's Planning Department for further information. The consultation period concluded on 20 October.

Members are invited to consider if application should be made to BT to adopt this kiosk for housing a defibrillator.

13 NEIGHBOURHOOD PLAN STEERING GROUP

13.1 Minutes

To receive minutes of recent meetings. (To follow/to be tabled.)

13.2 Up-Date

To receive an up-date from the Steering Group and to consider any recommendations.

13.3 Credit Card Purchases

The Parish Council's bankers, the Co-operative Bank, operates a credit card scheme and the Clerk has partially-completed the application form, which also requires parish councillors to sign. There are a number of detailed matters to be considered. As part of the research into the financial regulations covering credit card purchases, the Clerk has taken the opportunity to up-date the Financial Regulations which are now based on the National Association of Local Council Regulations 2014. These prohibit anyone other than the Clerk from making payments using a credit card, and the amount on a credit card statement must be settled in full. It is suggested that this be dealt with at the next Finance Committee meeting (30 November 2016).

A copy of the revised regulations will be submitted electronically, but the Clerk will provide paper copies for each Member following approval.

To follow

14 PLANNING MATTERS

14.1 Planning Applications

The Parish Council is invited to comment on the following planning applications. The applications can be viewed on-line online [by clicking here](#)

16/4526 Land to rear of 71 Main Road, Full planning permission for 30 dwellings
Shavington

Deadline date for observations: 10 November 2016

16/4838N	7 Main Road, Shavington	Outline application for the demolition of the existing dwelling and erection of three detached dwellings
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Deadline date for observations: 2 November 2016

14.2 Planning Appeals

16/1690N Vine Inn, Rope Lane, Shavington CW2 5D
Variation of Condition 9 on approved planning application 14/5472N
which covers delivery times associated with the convenience store.

Following refusal of planning permission, the applicant has appealed the decision. Comments are invited for submission to the Planning Inspectorate by 22 November 2016. Observations already sent to Cheshire East Council will be submitted to the Planning Inspector.

16/0015N	Land to rear of 46 Chestnut Avenue, Shavington CW2 5BJ	Outline application for demolition of dwelling and erection of 44 dwellings, including access and associated works
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Following refusal of planning permission, the applicant has appealed the decision. Comments are invited for submission to the Planning Inspectorate by 23 November 2016. Observations already sent to Cheshire East Council will be submitted to the Planning Inspector.

14.3 Planning Progress

To receive an up-dated planning progress schedule.

To follow

14.4 Public Footpath – Diversion of Footpath No. 2 in the Parish of Shavington-cum-Gresty Public Path Stopping-Up Order 2013

To report that on 8 September 2016, Cheshire East Council confirmed the above Order, the effect of which is to extinguish that length of Public Footpath No. 2 in the parish commencing at its junction with Crewe Road (B5071) at O.S. grid reference SJ 7094 5342 and running in a generally easterly direction for a distance of approximately 75 metres to O.S. grid reference SJ 7102 5341 and then running in a generally south-easterly direction for a distance of approximately 178 metres to its junction with Public Footpath Basford No. 11 at the Shavington-cum-Gresty/Basford parish boundary at O.S. grid reference SJ 7108 5325.

15 FINANCIAL MATTERS

15.1 Authorisation of Payments

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

A <u>Parish Council Payments</u>		
£859.32	Mrs C M Jones	Net Salary (October 2016)
£269.51	HMRC	Tax/NI on Clerk's salary
£15.00	A J Hardy Ltd.	Payroll service.
£235.00	The Leaflet Team	Delivery of NP Leaflets
£25.00	C Willetts	Website maintenance
£30.00	Shavington Academy	Contribution to the services of the bugler who performs the 'Last Post/Reveille' at the Remembrance Day service on 13 November 2016.
£30.00	Shavington Academy	This is an annual environment award to the school.
£875.50	M Webster & Son Ltd	Grounds maintenance work (£710.84 net and £142.16 VAT)

B Neighbourhood Plan Expenditure – Some figures are approximate. Invoices will be available at the meeting

£208.00	K Gibbs	Reimbursement for the cost of printing of NP flyers for distribution to each household in the parish £174.00 net plus £34.80 VAT
£100.00	K Gibbs	T-shirts
£1,205.00	Solopress	Printing of questionnaires
£28.00	K Gibbs	Re. Typeform – on-line questionnaires £23.33 net and £4.67 VAT
£50.00	B Gibbs	Facebook advertising
£132.71	K Gibbs	3,000 Clear bags for packaging of questionnaires £110.59 net and £22.12 VAT
£1,116.00	Ten & Bourne Ltd.	Design of questionnaires and PVC banners £930.00 net and £186.00 VAT
£200.00	Adam Capper	Photographs for Neighbourhood Plan

£235.00	The Leaflet Team	Delivery of flyers
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C Village Hall Payments

£tba	Mrs B Fraser	Cleaning of the village hall
£tba	V Adams	Contribution to line rental
£tba	W McIntyre	Contribution to line rental
ASH Waste Services Ltd.		

The Credit Controller has made contact about the non-payment of invoices as follows.

£113.04	Invoice 347193 (August collections)	No invoice received, but requested.
£0.11	Invoice 339750 (Under-payment)	Under-payment on invoice 339750 which was £92.11, but only £92.00 was paid

Additional payment will be required for waste collections during October. The invoice will be issued to the Clerk on or around 1 November 2016.

£138.85	Scottish Power	Electricity charges from 30 June to 30 September 2016 £132.24 net and £6.61 VAT
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D Delegated Financial Decisions

To report that, in accordance with the Financial Regulations, the Clerk has approved the following expenditure, in consultation with the Chairman. Cheques have not yet been issued.

£298.80	The Printing House, Crewe. Printing of PVC banners for the Neighbourhood Plan	
£100.00	D Espley:	Removal of graffiti at Vine Tree play area

15.2 Payments Approved 5 October 2016

At the previous meeting, payments in the following sums were approved, but the Clerk failed to write out the cheques for each amount. These are additional to those in item 15.1 (A) above.

£859.32	Mrs C M Jones	Net salary (September 2016)
£269.51	HMRC	Tax/NI on Clerk's salary

15.3 Internal Auditor's Report – Accounts 2015-2016

John Hancock's report is not yet available but will be provided under separate cover.

16 WESSEX CLOSE PLAY AREA

Members are invited to consider options for improving the neglected state of the play area at Wessex Close. In the meantime, the Clerk has contacted the Assets Team at Cheshire East Council to enquire into the possibility of the play area being transferred to the Parish Council under the Local Service Delivery scheme, if it still operates.

A response has been received and the matter is to be considered by the Assets Team on 15 November. In the meantime, the Parish Council is invited to consider what action should be taken, in the event of CEC agreeing to a transfer of responsibility.

17 SHAVINGTON ACADEMY – CONSULTATION ON ADMISSIONS POLICY 2018-2019

Shavington Academy is currently consulting about proposed changes to its admissions criteria from September 2018 and the Parish Council is invited to comment. The consultation period runs from Monday 10 October 2016 to Monday 28 November 2016.

The proposed changes are in respect of:

- The inclusion of children 'made subject of a child's arrangement order or special guardianship order' under the Looked After Children criterion.
- The omission of 'children for whom a medical practitioner or psychologist has been provided in support of a particular school' criterion under 'The criteria used for prioritising applications if a year group is over-subscribed'.
- The omission of 'children of staff at the school' under 'The criteria used for prioritising applications if a year group is over-subscribed'.
- The omission of 'pupils for whom there are exceptional circumstances' under 'The criteria used for prioritising applications if a year group is over-subscribed'.

The Parish Council is invited to comment on the proposed policy which can be found on the Academy's website www.shavington.academy. The proposed PAN (published admission number) for the academic year 2018/2019 is 170.

18 30 MPH STICKERS FOR WHEELIE-BINS

A resident has suggested that the Parish Council might wish to consider purchasing 30 mph stickers for wheelie-bins as a means of drawing motorists' attention to the speed limit.

The Parish Council is invited to consider if purchases should be made, and if so, how many. At this stage, residents' views are unknown, and it could be an option to advertise this via social media to establish residents' interest.

**19 TOWN AND PARISH COUNCILS CONFERENCE
28 NOVEMBER 2016 – MACCLESFIELD**

The Parish Council is invited to nominate a Member to attend the annual Town and Parish Councils Conference which is being held on the evening of 28 November 2016.

20 CORRESPONDENCE

To note that the following correspondence was issued to Members under separate cover.

<u>Item</u>	<u>Date of Issue</u>
Cheshire Association of Local Councils – weekly bulletin	20 October 2016
PCSO Duties – 21 October – 3 November 2016	21 October 2016
CEC – Town and Parish Councils Conference 28 November – 6.30 – 8.30 pm – Macclesfield	24 October 2016

21 SHARED ITEMS

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

22 DATES OF FUTURE MEETINGS

Parish Council	7 December 2016
Committees:	
Environment	8 November 2016
Finance	30 November 2016

23 EXCLUSION OF PRESS AND PUBLIC

The Parish Council is invited to RESOLVE 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.

24 VEHICLE SPEED DISPLAY UNIT

To consider a quotation for the provision of a mobile vehicle-speed display unit.

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25 VILLAGE HALL PROJECTS

To receive the Clerk's report in respect of the appointment of a contractor to carry out work at the village hall.

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