

## **CREWE GREEN PARISH COUNCIL MINUTES**

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Minutes of the Meeting of Crewe Green Parish Council held at St Michael's Church, Crewe Green on Monday 16 May 2022 at 7pm

N.B. CGPC remains quorate providing at least one third of all Members are present and not less than 3.

Denise French Locum Clerk

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### **Present**

Councillor Deakin (Chair) and Councillors S Edgar, A Heler and D Lewis.  
D French, Locum Clerk

### **Also Present**

Cllr John Cornell, Weston and Basford Parish Council  
Laura Airton, Duchy of Lancaster  
5 Members of the Public

### **1. Appointment of Chair**

**1/22 Resolved:** that Councillor Deakin be appointed Chair for the ensuing year.

### **2. Apologies:**

An apology for absence was received and approved from Councillor A Lewis due to work commitments.

### **3. Appointment of Vice Chair**

**2/22 Resolved:** that Councillor Heler be appointed Vice Chair for the ensuing year.

### **4. Declarations of Interest**

Councillor Lewis declared an interest in item 7 (d), appointment of Internal Auditor due to a family connection.

### **5. Public participation**

There were 5 members of the public present.

The Parish Council was thanked for the speedy purchase and delivery of the railings for the Copse Garden.

### **6. Minutes**

**3/22 Resolved:** that the minutes of the Meeting held on 21 March 2022 be approved as a correct record.

### **7. Progress Reports and Updates**

The Clerk updated on correspondence with Scottish Power Energy Networks (SPEN) regarding the unmetered supply of street lights. SPEN had asked for a revised inventory of equipment that was connected. Councillor Edgar had also suggested a company offering an audit.

The Duchy were thanked for mending various fence posts.

All other items were included as separate items on the agenda.

## **8. Financial Matters**

The Council considered:

(a) The Annual Governance and Accountability Return 2021/22:

- (i) the Certificate of Exemption – this applied to smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year ended 31 March 2022
- (ii) the report of the Internal Auditor – the Auditor had made comment regarding the need to reclaim VAT, that the staff costs as listed on the Accounting Statement should be amended to include payment to the payroll provider in line with previous years rather than in the list of all other payments – the Clerk had amended this accordingly – and that the accounts were clear and well maintained and correctly managed.
- (iii) the Annual Governance Statement – this required the council to confirm it had sound systems of internal control
- (iv) the Accounting Statements
- (v) the dates for the period for the exercise of public rights. The external auditor recommended this be from Monday 13 June – Friday 22 July and the Clerk recommended this be followed.

(b) the Clerk updated that all the bank mandate access issues had been resolved, she had full access to online banking and the bank had the correct contact details

(c) the payroll contract with Shires which was due for renewal

(d) confirming the Internal Audit arrangements in line with best practice

(e) the accounts as 29 April 2022

(f) the list of payments

**4/22 Resolved:** That:

- (a) the Certificate of Exemption be approved and signed
- (b) the report of the Internal Auditor be received and noted
- (c) the Annual Governance Statement be approved
- (d) the Accounting Statements be approved
- (e) the dates for the period of the exercise of public rights be noted
- (f) the contract with Shires to provide Payroll for the remainder of the council be approved
- (g) Derek Wildman be approved as the Internal Auditor for the remainder of the council
- (h) the accounts at 29 April 2022 with a balance of £9500.76 be noted
- (i) the list of payments in Appendix 1 be approved.

## **9. Community Governance Review and amalgamation with Weston and Basford**

Cheshire East Council had confirmed that the recommendations of the Community Governance Review had been formally approved. This meant that Crewe Green Parish Council and Weston and Basford Parish Council would merge to become one council with 3 wards. There would be one ward for Crewe Green that would return 3 Councillors. The name would be Weston and Crewe Green Parish Council. The eligibility rules for standing for election would remain including the rule regarding living in or within 3 miles of the Parish boundary. Members agreed the importance of keeping the amalgamation item on the agenda to ensure the Council and residents were kept updated and involved in the process as the arrangements developed.

**5/22 Resolved:** that:

- (a) the Community Governance Review update be noted; and
- (b) the item remain on the agenda until the merger has been implemented.

### **10. Standing Orders and Financial Regulations**

The council considered the Standing Orders and Financial Regulations. It was good practice to review them on a regular basis.

**6/22 Resolved:** that

- (a) the Standing Orders be approved without amendment; and
- (b) the Financial Regulations be approved without amendment.

### **11. Jubilee**

The Clerk had purchased Jubilee roundels which would be displayed around the Parish. Laura Airtton confirmed the Duchy was looking to plant a tree as part of the Queen's green canopy commemoration.

**7/22 Resolved:** that the update be received.

### **12. Community Garden**

(a) The Project Manager provided an update on the Community Garden. The bulb/flower planting day had taken place on 23 April alongside a coffee morning organised by the Church. Around twenty people had attended and plants, bulbs and seeds had been planted. The Cheshire railings were installed but needed welding which would take place soon. Palisade fencing had been purchased to install between the graves and the garden to stop people treading on graves to access the garden. Residents were keen that a further planting day be arranged.

The Parish Council had previously discussed funding maintenance works at the garden and this would be welcomed.

The Project Manager had been invited to attend the Crewe and Nantwich U3A to talk about the Copse Garden, host visits and write a feature for their national magazine. It was hoped this higher profile would help to promote and safeguard the future of the garden.

The Council had included a sum of money in the budget towards maintenance and Members discussed what tasks this could include. The Project Manager agreed to consider which tasks could be usefully undertaken and report back to the next meeting.

**8/22 Resolved:**

That:

- (a) the update on the Copse Garden be noted; and
- (b) the Project Manager be requested to draw up a specification of works and the maintenance contract be considered further at the next meeting.

### **13. Highways**

A number of consultations and surveys had been submitted:

- Survey on Cheshire East Council's Highways service
- Crewe and Nantwich cycle consultation
- Winter gritting – option to fund 'top up' gritting.

**9/22 Resolved:** that the consultations be noted.

## 14. Planning

The Council considered a letter from Weston and Basford Parish Council (W&BPC) regarding future planning developments in the area. It was proposed that a representative of Crewe Green Parish Council attend W&BPC's Planning Committee on a non-voting basis to contribute to discussions on planning matters that would affect residents of both parishes.

The following Planning decisions were noted:

- 21/5965N: Listed building consent - Raking out the existing cement pointing to all elevations and repointing using NHL 3.5 lime mortar. The cement plinth around the perimeter walls and bay window is also to be hacked off and renewed using lime render of the same colour and design. Location: The Lodge, Slaughter Hill, CREWE, CW1 5UP – APPROVED WITH CONDITIONS
- 21/6101N: Extension and Internal Alterations  
ST MICHAELS VICARAGE, NARROW LANE, CREWE, CW1 – APPROVED WITH CONDITIONS

### Planning Applications:

- 22/1447N - Outline planning application with all matters reserved for future determination, save for four of the means of access (one on to Main Road, one on to the B5472 and two on to Old Park Road) for: up to 650 dwellings, a village centre, site access and highway works, associated infrastructure, green infrastructure including sustainable drainage, ecological habitats, children's play areas, woodland, amenity green space and food growing area. (Access), Land adjoining Old Park Road, Weston Road, Main Road and the B5472, Near Stowford, Crewe

### Cheshire Growth Village

There was no update to this meeting.

#### 10/22 Resolved: that

- (a) Councillors Deakin and Heler be nominated as representatives on the Weston and Basford Parish Council's Planning Committee and one Member will attend depending on availability;
- (b) the Planning decisions be noted; and
- (c) planning application 22/1447N be deferred to Part 2 of the meeting.

## 15. Reports from Councillors

Councillor D Lewis noted that an accident had occurred on Narrow Lane; footpaths on Narrow Lane were overgrown; problems with fly tipping were continuing.

A resident had reported issues with fly tipping at the Church and the tipped items had been removed.

## 16. Clerk's report

The Clerk updated:

- The bank mandate change with NatWest was now complete
- She had updated her contact details with Scottish Power, Shires (payroll) and HMRC
- The end of year finances had been completed including Internal Audit
- The Jubilee roundels had arrived and were distributed to Councillors
- Correspondence was dealt with in accordance with the schedule, circulated to all Councillors.

**11/22 Resolved:** that the Clerk's report be received and noted.

### **17. Report from Cheshire East Councillor**

Cllr Edgar updated:

He had still not had any reply from Streetlighting, he would be raising a formal complaint about their lack of communication

The name 'Robert Lewis' was to be the name of a road on the Crewe Green roundabout application. He was a war casualty from Crewe Green

The Boundary changes had now been passed through Council and would come into place in August 2023. There would be a loss of precept from about 30 houses initially, (those off Sydney Road) but when Crewe Green and Weston and Basford merge the loss would not affect the parish finances too much; there would be more income from the proposed new houses.

Democratic Services and Electoral Services were to sort out the addresses in preparation for 2023. Crewe Green would lose 5 parish councillors, with only 3 seats on the newly merged Weston and Crewe Green Parish Council.

The Chairman of Weston and Basford PC Planning Committee had asked for a member of CGPC to liaise with him over the proposed 650 new houses just south of Crewe Hall, about 250 will be in Crewe Green parish.

**12/22 Resolved:** that the update be received.

### **18. Future meetings**

The next meeting of the Parish Council was on Monday 18 July.

The Clerk suggested bringing forward the meeting scheduled for 16 January 2023 to fit with the timescales for the submission of the precept. Members suggested that in view of the merger with Weston and Basford PC the timescales may be different and the Clerk agreed to check with CEC Democratic Services.

## **Part 2**

**13/22 Resolved:** that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items of business due to the confidential nature of the matters to be discussed.

**20. 22/1447N - Outline planning application with all matters reserved for future determination, save for four of the means of access (one on to Main Road, one on to the B5472 and two on to Old Park Road) for: up to 650 dwellings, a village centre, site access and highway works, associated infrastructure, green infrastructure including sustainable drainage, ecological habitats, children's play areas, woodland, amenity green space and food growing area. (Access), Land adjoining Old Park Road, Weston Road, Main Road and the B5472, Near Stowford, Crewe**

Councillor Cornell of Weston and Basford PC addressed the Council on this planning application which was a significant application for both Parish Councils. He proposed that a meeting be sought with the Chief Planning Officer and Principal Planner, CEC prior to

formalising views. Members considered plans relating to the proposals noting it was an outline application with all matters reserved apart from 4 means of access. Councillor Cornell outlined a proposed draft response.

**14/22 Resolved:** that

- (a) the draft response be approved subject to the addition of reference to impact of HS2 and moving the need for health care further up the list of priorities; and
- (b) Weston and Basford PC be requested to submit the joint response on behalf of both Parish Councils.

## 21. Operation Bridge

The Clerk sought clarity on whether arrangements had been made for this and it was confirmed that the Church had all arrangements in hand.

The meeting closed at 8.50pm

### Appendix 1 - Payments

<b>PAYEE</b>	<b>AMOUNT</b>
Cotswold Decorative Ironworks	260.40
Chalc subscription	63.00
Shires Invoice – includes payroll, workings for pay award, year end	98.40
Clerk Salary April 2022	95.90
Clerk expenses – Jubilee roundels; mileage	87.67
Room hire May 2022	25.00
Clerk Salary May 2022 (to be paid 1 June)	95.70

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