

# CREWE GREEN PARISH COUNCIL

## Minutes of a Meeting of Crewe Green Parish Council held at Crewe Hall, Weston Road, Crewe on Monday 7<sup>th</sup> July 2014 at 7.00 pm

**PRESENT:** Councillors Don Rickard (Chairman), Anne Rickard, David Lewis  
Gaynor Hawthornthwaite (Clerk)

**IN ATTENDANCE:** PC Nick Moore (Cheshire East Police) – for part of the meeting  
Ron Taylor (on behalf of St Michael’s Church)

<b>1.</b>	<b>APOLOGIES FOR ABSENCE</b> Apologies were received from Councillors Spruce, Twiss and Cheshire East Councillors John Hammond and David Marren.
<b>2.</b>	<b>DECLARATION OF INTEREST</b> No interests were declared.
<b>3.</b>	<b>REPORTS FROM CHESHIRE CONSTABULARY</b> PC Moore reported the minimal crime and Anti-Social Behaviour in Crewe Green for May and June 2014 which were received and noted.
<b>4.</b>	<b>PUBLIC SPEAKING TIME/OPEN FORUM</b> No members of the public wished to address the Council.
<b>5.</b>	<b>APPROVAL OF MINUTES OF A MEETING HELD ON 12<sup>th</sup> MAY 2014</b> Members considered the minutes of a meeting held on 12 <sup>th</sup> MAY 2014. <b>RESOLVED/- That the minutes of the meeting held on 12<sup>th</sup> MAY 2014 be approved as a correct record and signed by the Chairman.</b>
<b>6.</b>	<b>MATTERS ARISING FROM THE MEETING HELD ON 12<sup>th</sup> MAY 2014</b> 6.1 – A list of highways issues had been forwarded to Councillor Marren to follow up.
<b>7.</b>	<b>CHAIRMAN’S REPORT</b> All items to be covered in the agenda.
<b>8.</b>	<b>REPORT FROM CHESHIRE EAST COUNCILLORS</b> As Councillors Marren and Hammond were unable to attend a report had been circulated prior to the meeting, which included information on the following: <b><u>“Review of Member Complaints Process (Recommendation to Council)”</u></b> 1.1 At its meeting on 19 July 2012 Full Council approved the adoption of a new Code of Conduct for Elected Members of Cheshire East Council together with a procedure relating to the investigation of complaints under the new Code. A review of the Investigative procedure has been undertaken... <b>Review Findings</b> 1.2 The review of the arrangements for assessing and investigating member complaints has shown that the main criticisms of the current system for both subject members and complainants are of delay and complexity. 1.3 In abolishing the previous standards regime Parliament’s intention was to reduce the time and expense that Authorities spent in dealing with low level complaints. The aim was for a local hearings process to be used for only the most serious complaints. 1.4 The design of the complaints system has to take account of the fact that the Borough Council must administer the complaints process for 106 Town and Parish Councils in addition to the Borough Council itself. It is therefore essential that there is a good filter process to ensure that complaints are dealt with appropriately according to the assessment criteria. 1.5 By introducing a local resolution process the Council recognises the wish to deal with matters swiftly and informally whilst taking member complaints seriously. 1.6 In practice the feedback and commentary show that the local resolution process has become too formal and slow. The local resolution process has

	<p>instead taken on all the complexity of a local hearing process which was not the original intention.</p>
1.7	<p>Some of the delay in resolving the complaints has been the need to convene the Initial Assessment Panels.</p>
1.8	<p><u>Initial Assessment</u> The changes that are proposed are that the initial assessment of complaints should be undertaken by the Monitoring Officer in consultation with an Independent Person.</p>
1.9	<p><u>Informal Resolution</u> The emphasis will be placed on the Monitoring Officer dealing with complaints in a timely manner. Where complaints do not raise serious issues the Monitoring Officer will seek informal resolution rather than refer them for investigation.</p>
1.10	<p>Consistent with her duty to uphold standards of conduct, the Monitoring Officer will seek the simplest and most cost-effective way of resolving the issue. This informal resolution process will not include a public hearing.</p>
1.11	<p><u>Local Hearings</u> A local hearing process will follow a full investigation. An investigation could be undertaken by an appropriately trained senior officer of this or another Council, or by an external investigator.</p>
1.12	<p>It is intended that there should not be an appeal process at any stage of the process.</p>
1.13	<p>It is anticipated that all local hearings will be conducted in public.</p>
<b>2.0</b>	<p><b>Establishment of a "Putting Residents First" Fund £900,000+</b></p>
2.1	<p>Delegation of the decision making is to the Leader in consultation with the relevant Cabinet Member.</p>
2.2	<p>There will be no application process and activities/facilities will be commissioned according to need in communities and contribution towards Council outcomes. This is a separate fund to community grants which are small levels of grant to activities and is a bidding process. Smaller scale activities which meet the criteria for community grants will continue to be signposted to that process.</p>
2.3	<p>A key priority of the fund will be that it will contribute towards the enablement of organisations in the voluntary, community and faith sector to provide services that are valuable to communities and local people that the Council can initially invest in to save money long term.</p>
2.4	<p>The following sets out the principles of the fund.</p> <ul style="list-style-type: none"> <li>(a) Fund is non-recurrent revenue and capital funding</li> <li>(b) Fund is source of one off funding for schemes that will principally allow the Council to advance its priority of creating stronger communities</li> <li>(c) There is no bidding process for the funds, the Leader will determine Its use against the criteria and priorities for the fund working with Other Cabinet Member portfolio holders.</li> <li>(d) The funds can be granted to groups or organisations who show that Their proposals will help achieve the Council's outcomes and Budgetary requirements and by providing services in a more cost effective and sustainable way.</li> <li>(e) Proposals to be forwarded to Head of Communities.</li> <li>(f) Decisions on approval or rejection of use of the fund are delegated to the Leader in consultation with any Cabinet Member affected.</li> </ul>
2.5	<p>Cabinet have agreed the following criteria:</p> <ul style="list-style-type: none"> <li>(a) Organisations developing proposals with the Council will be in the</li> </ul>

	<p>Main voluntary, community and faith sector. However, social enterprises, mutuals and Town and Parish Councils may also be considered. (Other organisations may work with the Council on developing ideas, but it is expected that there will be a cash injection in exceptional circumstances).</p> <ul style="list-style-type: none"> <li>(b) Provision of match funding to the proposal of at least 30% including volunteer time.</li> <li>(c) Extent that they can demonstrate that this may generate efficiency savings within the Council and build stronger communities to carry on these services at no further cost to the Council.</li> <li>(d) Innovation in approach and commitment to early intervention and prevention.</li> <li>(e) Organisational ability to deliver the proposal past idea stage and make it sustainable.</li> <li>(f) Compatibility with key Council outcomes and needs of communities.</li> <li>(g) Level of focus on areas contributing towards the key outcomes and Needs of communities.</li> <li>(h) Funding development of new proposals will be short term in nature Usually as this is a one off resource.</li> <li>(i) Progress against the Council's key outcomes is provided on a six Monthly basis for two years after scheme completion to enable full benefits</li> </ul> <p><b>3.0 Highway matters</b></p> <p>3.1 <u>Weed spraying</u>  This year Cheshire East Highways will carry out two cyclic weed spray treatments of the highway network. This will include the kerb / channel and the back edge of the footway, where it borders a wall or fence. The first round of treatment started 16/06/14, in the south of the Borough, with the full programme likely to last for 4 – 6 weeks, dependent upon the weather. The timing of the application is critical to its success and they will be carefully prioritising the programme. In general, areas will be targeted on a needs basis; where the regions with the most growth will be prioritised first The second and final programmed treatment will be carefully considered and scheduled for later in the Summer to achieve the most value.</p> <p>3.2 <u>Verge Maintenance</u>  The rural cut is ongoing. They are taking great care to prevent damage to the verges which are still very wet in places. Additional arrangements are also in place to remove any excess cuttings where the grass and cow parsley is particularly long  Further details of the verge maintenance programme and schedules can be found at <a href="http://www.cheshireeasthighways.org/Roadworks-Centre/Grass-Cutting.aspx">http://www.cheshireeasthighways.org/Roadworks-Centre/Grass-Cutting.aspx</a></p> <p>3.3 <u>Out of Hours Emergency Contact</u>  Following a recent Highways briefing to Members, one point of feedback was a request for a direct contact to our Duty Officers outside of normal working hours. Our highways team have two Duty Officers on call throughout the Summer months; should you require assistance for any emergencies during this time, contact can be made with them via the following numbers:  <u>Street Lighting and Traffic Signals 01270 375102</u>  <u>Highway matters and temporary traffic signals 01270 371141</u>  Our Duty Officers operate on an "on call basis" and as such we would be grateful if these direct contact details <b>are not shared beyond Elected Members</b>. All other emergencies are directed to our contact centre who can log calls and respond accordingly on 0300 123 5020</p> <p>3.4 <u>Gullies and Jetting –systems that have been jetted and cleared</u>  Narrow Lane</p> <p>3.5 <u>Road Grant</u></p>
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	<p>Cheshire East's war on potholes continues with a successful bid for funding from the Government's Pothole <b>Fund</b>. The <b>£1,862,407</b> award, which is greater than we expected, is really good news for the Borough. It means that we now have even greater resources in our ongoing mission to fix the borough's roads.</p>
3.6	<p><u>Recent site visit I carried out with Highways Officer</u>  Narrow Lane-The road surface requires three patches and this has been added to the programme  The gully opp Don Ricards House has been added to the ad hoc gully programme  D Chan has been asked about the ACCIDENTS signs in the parish  The footways on Narrow Lane/Crewe Rd will be cleaned and weeded by the community gang  Boundary signs are the responsibility of the parish to install</p>
<b>4.0</b>	<p><b>Appraisals for Corporate Leadership Board (CLB) members.</b></p>
4.1	<p>This is a new initiative to underpin CEC as a member driven authority.  The timeframe for the appraisal process is as follows:  Performance Planning Objectives Agreed – April  Mid Year Review - October  Annual Performance Assessment – March</p>
4.2	<p>It was agreed that all members of the CLB Appraisal Board would carry out the appraisal process for the Chief Executive, Chief Operating Officer and Director of Strategic Commissioning. The quorum for these meetings would be 5 members.  Groups of 3 members would carry out the appraisal process for the remaining members of CLB:</p> <p>Director of Public Health  Director of Economic Growth &amp; Prosperity,  Director of Adult Social Care and Independent Living,  Director of Children's Services,  Head of Legal and Monitoring Officer  Head of People and Organisational Development</p>
4.3	<p>The parent manager was to attend the meeting with the CLB member, with the Leader of the Council attending for the Chief Executive's meeting.  The performance objectives were to be agreed with the parent manager and relevant Portfolio Holder in advance of the meeting. These were to be provided to the CLB Appraisal Board in advance of the meeting along with a rationale for the targets and also details of last year's key targets. The Appraisal Board would have the right to add or modify the objectives.</p>
<b>5.0</b>	<p><b>CEC Core Values</b>  Michael Jones and the Chief Executive commissioned a review of CECs core values earlier in the year.  The revised values build from and replace the <i>aspire</i> values. They seek to capture those things CEC believe will be really important for sustained success, as it continues to transform. Simply known as 'Our Values' they define a collective set of underpinning beliefs and principles that Cheshire East Council feels are critical for success and cannot be compromised upon.</p>
5.1	<p><u>Our promise to residents</u>  Our revised values start with "Putting Residents First". This is our promise to the residents and communities of Cheshire East.</p>
5.2	<p><u>Putting Residents First</u>  This is about really listening and understanding what residents, businesses and communities need, both now and for the future, and responding appropriately to provide the best possible <b>Service</b>.</p>

	<p>This requires <b>Flexibility</b>, which means adapting quickly to changing circumstances and learning from experience.</p> <p><b>Innovation</b> is about us being creative in its thinking and the way the Council approaches its work; challenging convention where the conventional approach no longer seems appropriate.</p> <p>Taking personal <b>Responsibility</b> is at the heart of CEC values in delivering what it promises, and ensuring efficient use of resources, whether this is our people, funding, processes, information or technology.</p> <p>Bringing this together is <b>Teamwork</b>, respecting and working well with others to collectively achieve the best outcomes for residents and communities.</p> <p style="text-align: center;"><b>CREWE &amp; NANTWICH SENIOR FORUM IN PARTNERSHIP WITH CHESHIRE EAST COUNCIL AND WULVERN PRESENTS</b></p> <p style="text-align: center;"><b>A CELEBRATION OF 'HEALTHY AGEING WELL IN CREWE &amp; NANTWICH'</b></p> <p>Crewe &amp; Nantwich Senior Forum in partnership with Cheshire East Council and Wulvern's Supported Living Service invite all over 50s', to two <b>FREE</b> days out. A warm welcome awaits you at their forth coming 6th annual Health &amp; Wellbeing Fayre in Crewe due to take place on Tuesday, 30<sup>th</sup>, September 2014 at the Oakley Buildings / Victoria Community Centre, Crewe, between 11.00am – 4.00pm and in Nantwich, on Monday, 6<sup>th</sup> October 2014, between 11.00am – 4.00pm, at the Civic Hall, Nantwich. Both days aim to offer opportunities to enjoy a <b>FREE</b> fun packed day of activities as well as opportunities to be involved in talks, access to a vibrant market place of vital health information, <b>FREE</b> informal health checks and advice, as well as fall's prevention exercises and techniques, all under one roof.</p> <p>There will be a huge number of organisations attending on the day all offering <b>FREE</b> advice and expertise, ranging from benefits advice to support groups, <b>FREE</b> blood pressure checks, Tanita body composition (BMI muscle mass, hydration levels and healthy living advice) – courtesy of Rowlands Pharmacy, in an informal setting. The fun includes, craft and knitting workshops, live singing, slow cooker demonstrations and food tasting session, Otago, table tennis, short mat bowls and much more. <b>FREE Refreshments.</b></p> <p>Everyone is welcome to come along on the day, no need to book.</p> <p><b>7.0 Unison vote to Strike</b> We have received notification this week that UNISON members who were balloted last week have voted to strike on Thursday 10 July. This is a national pay dispute with government and not with Cheshire East Council. “</p>
9.	<p><b>PARISH COUNCILLOR REPORTS</b> <b>Street Lighting</b> We are still awaiting for the light outside Bank Farmhouse, Slaughter Hill to be repaired. This light was on all day when Councillor Twiss asked for the sensor to be replaced, but due to the delay the lamp (bulb) burned out. The original quote to replace the £12 sensor was around £200. The total quoted cost is now £188.28.</p>
10.	<p><b>RURAL HOUSING POLICY REVIEW</b> Information had been circulated prior to the meeting and after discussion it was agreed that as there will be no effect on CGPC, no action is required.</p>
11.	<p><b>THE RESIDENTS FIRST INITIATIVE</b> After discussion about this initiative, it was agreed that as this funding is for organisations in the voluntary, community and faith sector to provide services to communities and local people, it would be of benefit to St Michael's church, as a focal point of Crewe Green.</p>
12.	<p><b>PARISH COUNCILLOR VACANCIES AND FUTURE OF THE PARISH COUNCIL</b> After discussions about the benefits of being a single and joint voice of the community, the difficulty in filling the remaining two CG parish councillor vacancies and the lack of response to the recent residents Newsletter, it was agreed that the viability of the parish</p>

	council should be discussed further when all CG parish councillors are able to attend the meeting.												
<b>13.</b>	<p><b>CLERK'S REPORT AND CORRESPONDENCE</b></p> <p>Correspondence received since the previous meeting in May, which had been circulated and noted, as follows:</p> <p><b>From CEC</b></p> <ul style="list-style-type: none"> <li>Cheshire East Council Local Plan Strategy - Submission to the Secretary of State -The Local Plan Strategy and all associated documents, including the comments received during the representation period, were <b>submitted to the Secretary of State for Communities and Local Government on 20th May 2014</b> in preparation for independent examination.</li> <li>Annual Garden Waste Collection Shutdown Survey</li> <li>Alternative Service Delivery Vehicles for Council Funded Services - Information for Members</li> <li>Notice of Polling District, Polling Places and Polling Stations Review</li> <li>Invitation from the Mayor &amp; Mayoress of Cheshire East - to visit any charity or voluntary organisation within the Borough to help raise the profile of the organisation and support any project or initiative that they promoting .</li> </ul> <p><b>From CEC – Councillor John Hammond</b></p> <ul style="list-style-type: none"> <li>CVS Cheshire East's E-Bulletin – June 2014.</li> <li>M6 JUNCTION 16 PP SCHEME Stakeholders invite – 26<sup>th</sup> June</li> <li>Events for July 2014 from Cheshire East Council Countryside Ranger Service.</li> <li>VRDS DISABILITY NEWSLETTER</li> <li>Would you like to join the Healthwatch Cheshire East Board?</li> </ul>												
<b>14.</b>	<p><b>FINANCIAL MATTERS</b></p> <ul style="list-style-type: none"> <li>The PC's Financial Regulations were reviewed and amended. Clerk to retain on file.</li> <li>Appointment of Internal Auditor for 2014-2015 - It was agreed that Mr Derek Wildman should be asked to act as Internal Auditor for 2014-2015.</li> </ul> <p><b>RESOLVED/- Clerk to contact Mr Wildman.</b></p> <p>The following were approved and signed:</p> <table> <tr> <td>• Payroll Services – 01.04.14-30.09.14 – CVS Cheshire East</td> <td style="text-align: right;">£48.00</td> </tr> <tr> <td>• Donation towards the upkeep of St Michael's Churchyard</td> <td style="text-align: right;">£250.00</td> </tr> <tr> <td>Room Hire for the July 2014 Parish Council Meeting at Crewe Hall</td> <td style="text-align: right;">£30.60</td> </tr> <tr> <td>Two books of stamps – 12 x 2<sup>nd</sup> (£6.36) &amp; 6 x 1<sup>st</sup> (£3.72)</td> <td style="text-align: right;">£10.08</td> </tr> <tr> <td>Ream of A4 White Paper</td> <td style="text-align: right;">£2.50</td> </tr> <tr> <td><b>Clerk's Expenses – Mrs G Hawthornthwaite</b></td> <td style="text-align: right;"><b>Total £43.18</b></td> </tr> </table>	• Payroll Services – 01.04.14-30.09.14 – CVS Cheshire East	£48.00	• Donation towards the upkeep of St Michael's Churchyard	£250.00	Room Hire for the July 2014 Parish Council Meeting at Crewe Hall	£30.60	Two books of stamps – 12 x 2 <sup>nd</sup> (£6.36) & 6 x 1 <sup>st</sup> (£3.72)	£10.08	Ream of A4 White Paper	£2.50	<b>Clerk's Expenses – Mrs G Hawthornthwaite</b>	<b>Total £43.18</b>
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<b>15.</b>	<p><b>PLANNING MATTERS</b></p> <p>14/3095N - Offley Ley Farm, BUTTERTON LANE, HASLINGTON, CREWE, CW1 5UT  Details had been circulated prior to the meeting. Comments are to be received by CEC Planning by 30<sup>th</sup> July.</p>												
<b>16.</b>	<p><b>NEWSLETTER REPORT</b></p> <p>As the Newsletter is to be published when there is something significant to publish or later on in the year, it was agreed that this item will in future be considered under Matters for Consideration.</p>												
<b>17.</b>	<p><b>MATTERS FOR CONSIDERATION</b></p> <p>It was agreed that an item 'Church Matters' should be included in the agenda to continue the links with St Michael's church. An invite to be sent to the new vicar once appointed.</p>												
<b>18.</b>	<p><b>DATE OF NEXT MEETING</b></p> <p>The next parish council meeting to be held on Monday 1<sup>st</sup> September 2014 at 7.00 pm.</p>												