

CREWE GREEN PARISH COUNCIL

Minutes of a Meeting of Crewe Green Parish Council held at Crewe Hall, Weston Road, Crewe on Monday 4th November 2013 at 7.00 pm

PRESENT: Councillors Don Rickard (Chairman), Gerald Twiss, Anne Rickard,
David Lewis
Councillor David Marren (Cheshire East Councillor)
Gaynor Hawthornthwaite (Clerk)

IN ATTENDANCE: Rev Anne Lawson (St Michael's Church, Crewe Green)
PC Nick Moore (Cheshire East Police)

1.	<p>APOLOGIES FOR ABSENCE Apologies were received from Councillor R Spruce and Cheshire East Councillor J Hammond.</p>
	<p>Before moving on to the next item, the Chairman reported that due to business commitments Darren Jones and Andrew Welch had submitted their resignations as Crewe Green Parish Councillors. It was agreed that the Clerk should write on behalf of the PC to thank them for their work as parish councillors. RESOLVED/- Clerk to write to Darren Jones and Andrew Welch.</p>
2.	<p>DECLARATION OF INTEREST Councillor Lewis declared a personal interest in the appointment of the internal auditor item on the grounds that he is related to Mr Wildman.</p>
3.	<p>REPORTS FROM CHESHIRE CONSTABULARY PC Moore reported the (minimal) crime and Anti-Social Behaviour in Crewe Green for September and October 2013 which were received and noted.</p>
4.	<p>PUBLIC SPEAKING TIME/OPEN FORUM No members of the public wished to address the Council.</p>
5.	<p>APPROVAL OF MINUTES OF A MEETING HELD ON 2ND SEPTEMBER 2013 Members considered the minutes of a meeting held on 2nd September 2013. RESOLVED/- That the minutes of the meeting held on 2nd September 2013 be approved as a correct record and signed by the Chairman.</p>
6.	<p>MATTERS ARISING FROM THE MEETING HELD ON 2ND SEPTEMBER 2013 6.1 VAT Return – The VAT return was completed and submitted by the Clerk and £186.95 for VAT has now been received. 6.2 Appointment of Internal Auditor for 2013-2014 – The Chairman had met with Mr Derek Wildman regarding completion of the PC internal audit for 2013/2014. It was agreed that Mr Wildman should be asked to complete the internal audit for 2013/2014. RESOLVED/- Clerk to write to Mr Wildman to ask him to complete the internal audit for CGPC for 2013/2014. 6.3 Himalayan Balsam weed on Footpath – Councillor Lewis reported that the footpath near the golf course has now been cleared. 6.4 Annual Fee Street lighting The Clerk has notified Scottish Power of the change in Clerk's contact details. 6.5 Parish Council Website A new website is in the process of being set up by Upper Bridge Enterprises. Members to forward CVs and photos for the new website to the Clerk.</p>
7.	<p>CHAIRMAN'S REPORT The Chairman reported that he had attended:</p> <ul style="list-style-type: none"> • The Strategic Planning Board meeting at Crewe Alexandra Football Club on 26th September 2013 when the Cheshire East Local Plan – Report of Consultation and Core Strategy Provisional Sites were discussed. • A meeting to discuss the 5 year housing land supply issue following recent appeal decisions held at Westfields on 28th October.

8.	<p>REPORT FROM CHESHIRE EAST COUNCILLORS Councillor Marren's reported on the following:</p> <ul style="list-style-type: none"> • The Secretary of State upheld two major developer appeals in Sandbach last Friday and challenged CEC's 5 year housing supply. • Cheshire East Local Plan - Pre Submission Core Strategy Consultation 5th Nov - 16th Dec 2013. • The contact for CGPC highway issues is now Phil Growcroft. • United Utilities – re-instatement of trenches. • The gully emptying schedules are now available on the CEC website. The Chairman reported on the flooding outside Model Farm. <p>RESOLVED/- The Chairman to arrange a site visit with Phil Growcroft.</p> <ul style="list-style-type: none"> • A programme has now commenced for the removal of dangerous trees and Hedge cutting. • Phase 2 of the Street lighting carbon reduction scheme. • CEC Transparency agenda – a working group is to be set up to consider an open publication scheme. • Cheshire East Council buildings - Close down – 27th, 30th and 31st December. • CVS Event - Invitation to writing a grant application on 15th November. • Collection of Garden Waste – last collection is 18th November and the next collection will be in March 2014. Any PC representations to be forwarded to CEC Councillor David Topping. • Creation of alternative service delivery vehicles. <p>Councillor Twiss mentioned about the payment of works prior to the failed light on Slaughter Hill being repaired.</p> <p>RESOLVED/- Councillor Twiss to forward the details on to Councillor Marren to follow up with CEC Highways.</p>
9.	<p>REVIEW OF STANDING ORDERS A draft of the proposed PC's Standing Orders had been circulated prior to the meeting. It was agreed that the revised Standing Orders should be adopted by the PC.</p> <p>RESOLVED/- That the Standing Orders be adopted by the PC and be retained by the Clerk.</p>
10.	<p>WEBSITE – LICENCE AGREEMENT The Software Licence and Website Hosting Agreement relating to a Website Management System between Upper Bridge Enterprises LLP and Crewe Green Parish Council was discussed, noted and signed by the Chairman.</p> <p>RESOLVED/- Clerk to return the signed agreement to Upper Bridge Enterprises LLP.</p>
11.	<p>CLERK'S REPORT AND CORRESPONDENCE Correspondence received since the previous meeting in September, which had been circulated and noted, as follows:</p> <p>From CEC – Councillor John Hammond</p> <ul style="list-style-type: none"> • VRDS Disability Newsletter. • Loneliness and Social Isolation – 8th November at Nantwich. • Community Resilience Event • 2013 Event highlights from Cheshire East Council Countryside Ranger Service • East Cheshire University Technical College. • Community Transport Workshop – 14th November at Congleton Town Hall. • Planning Appeals and 5 Year Housing Supplies • Review of local area working across Cheshire East – Survey. • Town and Parish Council Conference – 4th November. • Developing a joint approach to Localism Survey (completed by the Chairman). • Highways Minor Works Programme – timetable altered to allow parish Councils to hold full discussions as number have not had time to agenda the lists. Responses now due in on 8th November and Budget Allocation meeting will take place in Mid-November. <ul style="list-style-type: none"> • An enquiry about advertising in the Parish Newsletter had been received.

	<p>RESOLVED/- Clerk to forward Councillor A Rickard's contact details on to Jez Harden to discuss the payment for the advertisement.</p> <p>Chalc</p> <ul style="list-style-type: none"> • Councillor Workshop 2 Training. • Chalc Annual Conference – 24th October
12.	<p>FINANCIAL MATTERS</p> <p>The following were approved for payment:</p> <ul style="list-style-type: none"> • CVS Payroll Services – October 2013-March 2014 – CVS Cheshire East - £48.00 • Room Hire for the November Parish Council Meeting at Crewe Hall – Mrs G Hawthornthwaite - £30.60 • Chairman's Training Course – Chalc - £30.00. • Electricity Bill for Street Lighting from 01/12/12 to 30/06/13 – Scottish Power - £262.33 • Electricity Bill from 30/06/13-30/09/13 - £113.78 <p>It was agreed that another electricity supplier quotation should be investigated.</p> <p>RESOLVED/- Councillor Lewis to follow up.</p> <ul style="list-style-type: none"> • Auditing the Annual Return for year ended 31 March 2013 – BDO LLP - £36.00 <p>Invoice for Councillor Training 1 Workshop</p> <p>The invoice for the Councillor 1 Training Workshop for Councillor Anne Rickard is to follow as the course is now being held in February 2014.</p> <p>Repair to Street Light</p> <p>Councillor Twiss reported that since the last PC meeting there was a failed light on Slaughter Hill on the B5077. CEC were unable to repair the light until payment had been received. A cheque for the emergency street light repair was, therefore, signed outside of the meeting on 10th October 2013 for £214.82. A receipt for this payment is awaited from CEC.</p> <p>RESOLVED/- Councillor Twiss to follow up the receipt from CEC.</p> <p>Audit for the year ended 31 March 2013</p> <p>The completed 2012/2013 audit return was received and noted by CGPC.</p> <p>RESOLVED/- That the Annual Return for 2012/2013 be accepted and approved.</p> <p>Bank Signatories</p> <p>The paperwork for setting up new bank signatories for the Chairman and Councillor Anne Rickard has now been completed and returned to the bank. The Chairman and Councillor Anne Rickard are both now set up as bank signatories.</p> <p>Following the updates submitted to the Bank, the bank have asked for authority of all signatories to complete an Electronic Identity check which does not leave any mark on credit check. It just confirms that details held on record are correct.</p> <p>All councillors present agreed that an electronic identity check can be completed by the Bank.</p> <p>RESOLVED/- Clerk to confirm the completion of the electronic identify checks with the bank and to update the bank signatories following the resignations of Andrew Welch and Darren Jones.</p> <p>Draft Budget</p> <p>The budget and precept for 2014/2015 was discussed and agreed. It was unanimously agreed that the precept to remain the same as last year - £3000.</p>
13.	<p>PLANNING MATTERS</p> <p>There were no items to report.</p>
14.	<p>HIGHWAY MATTERS</p> <p>After discussion about the CEC list of the minor highways works projects in Crewe Green to be consider by Crewe LAP Highways Sub Group in November 2013 for budget</p>

	2014/15, it was agreed that there was nothing further that the PC wanted to add to the list.
15.	ENVIRONMENTAL MATTERS Councillor Lewis reported that there were no environmental issues to report. A branch that is overhanging on Crewe Road by the side of the green was mentioned. RESOLVED/- Councillor Lewis to follow this up with CEC.
16.	STREET LIGHTING Councillor Twiss reported that there were no issues with street lighting - all 11 lights are working. Following receipt of payment, the light on Slaughter Hill on the B5077 has now been repaired by CEC.
17.	DUCHY MAINTENANCE Councillor Lewis reported that there was nothing to report. It was agreed that there should be a 'Parish Councillors Report' agenda item from now on to report on Highways, Environment, Street Lighting and Duchy Maintenance Matters. RESOLVED/- Clerk to note for the agenda.
18.	NEWSLETTER REPORT It was agreed that the Newsletter should be published sometime in the New Year.
19.	CHURCH MATTERS Reverend Anne Lawson reported that the following events have been planned: <ul style="list-style-type: none"> • Remembrance Sunday on 10th November at St Michael's Church. The Chairman to lay a wreath and Councillor Lewis to do a reading. To meet by the War Memorial at 10.50 am. • The Christmas Fayre is being held on 7th December at Yoxall Hall – times to be agreed.
20.	MATTERS FOR CONSIDERATION Members noted the following matters: The footpath outside the church wall by the bus stop needs to be cleared.
21.	DATE OF NEXT MEETING The next meeting is to be held on Monday 6th January at 7.00 pm. It was agreed that the PC meeting dates for 2014 should be held at Crewe Hall at 7.00 pm on the following dates: <ul style="list-style-type: none"> • Monday 6th January • Monday 3rd March • Monday 12th May (Annual Parish Meeting followed by the Annual Meeting of the Council) • Monday 7th July • Monday 1st September • Monday 3rd November

The meeting closed at 9.15 pm

Signed Date

THESE MINUTES REMAIN UNRATIFIED UNTIL SIGNED AS CORRECT AT THE NEXT PARISH COUNCIL MEETING