

## **Plumley with Toft and Bexton Parish Council**

**Police Surgery:** There was no PCSO in attendance the Clerk read a police report sent by PCSO Lindsey Whitehead. The majority of the information related to Knutsford and the surrounding area, there was no information for the Parish.

### **MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL**

**Toft Church Hall. at 8.00 pm on Wednesday 28<sup>th</sup> May 2014**

**Present:** Cllrs J Lloyd(JL), T Gabbott(TG), A Shaw(AS), S Wharfe(SW), C Wilson(CW), J Wright (JW) & G Walton (CEC)

**In attendance:** S Jones – Clerk

Before the meeting opened the Clerk read out a message from Cllr S Crossman the outgoing Chairman.

Cllr Wilson chaired the first part of the meeting due to the absence of the outgoing Chairman and outgoing Vice-Chairman.

#### **1. To explain the Evacuation procedure**

**Resolved:** *Evacuation procedure explained.*

#### **2. Parish council Elections:** Appointment of:-

##### **2.1 Chairman & signing of Declaration of Acceptance**

TG was nominated for the role of Chairman by CW, Seconded by AS.

**Resolved:** *The Parish Council resolved unanimously to appoint Cllr Gabbott to the role of Chairman.*

TG requested that the Clerk minute his acknowledgement of the achievements of the outgoing Chairman and thanked her hard work and contribution to the Parish and Parish Council for the past 17 years.

##### **2.2 Vice Chairman**

CW was nominated for the role of Vice Chairman by AS, seconded by SW.

**Resolved:** *The Parish Council resolved unanimously to appoint Cllr Wilson to the role of Vice Chairman.*

##### **2.3 Councillors with areas of special responsibility (Planning, Transport, Footpaths, Community Pride, Village Hall, Homewatch, Parish Plan Implementation Group)**

The Clerk reported that Cllr Nichols was happy to continue to represent the Village Hall.

JL to continue to be responsible for Community Resilience

JW to continue to be responsible for Planning and Footpaths

The Chairman suggested that the allocation of the other roles should wait until the casual vacancies were filled.

**Action:** The Clerk is to monitor progress on the Pedestrian Crossing and Mini Roundabout scheme and report to the Parish Council on this project until the responsibility of Highways is assigned to a councillor.

**Resolved:** *The Parish Council resolved unanimously to allow JL, JW and DN to continue in the roles held last year and to wait until the casual vacancies were filled before allocating the remainder of the areas responsibility.*

##### **2.4 Responsible Financial Officer**

**Resolved:** *The Parish Council resolved unanimously to appoint the Clerk to the role of RFO.*

##### **2.5 Internal Auditor**

**Resolved:** *The Parish Council resolved unanimously to appoint Mr R Mottershead to the role of Internal Auditor.*

#### **3. Public Session** – there were no members of the public in attendance.

#### **4. To receive and accept apologies for absence from those members unable to attend**

Apologies were received from Cllrs Crossman, Nichols and Fairbrother.

#### **5. Declaration of Interests**

Cllrs Gabbott and Shaw registered an interest in Planning Application 14/2422M for Malt Kiln House.

#### **6. To approve the minutes of the meeting held on 1<sup>st</sup> May 2014.**

**Resolved:** *The Parish Council resolved unanimously to approve the minutes of the meeting of the 1<sup>st</sup> May 2014 as a true and accurate record of the meeting.*

#### **7. To note any matters arising from the minutes of the meeting of 1<sup>st</sup> May 2014**

There were no matters arising from the minutes of the meeting of the 1<sup>st</sup> May 2014.

## 8. Update to comments in Item 8. Correspondence, in the Minutes of The Meeting of the Parish Council on 26<sup>th</sup> March, 2014.

The Parish Council received an e-mail from a resident querying the wording of the item 8. Correspondence in relation to the local connection policy for affordable housing in the minutes of the meeting of 26<sup>th</sup> March 2014.. As the minutes of the meeting of 26<sup>th</sup> March were approved, they are a legal document and cannot be altered.

**Resolved:** *The Parish Council resolved that the item minuted against Mr Needham's name in the minutes of the meeting of 26th March, was not accurate as the word "cascade" was used out of context and requested that the following statement be minuted.*

*While the subject of the cascade provisions was discussed, the council agreed with Mr Needham's position in that the houses at Chapel View could not be granted to residents under them. The councils concern was that despite its best efforts to confirm the local connections of the residents, the lack of information and evidence available to the Parish Council, due to data protection law, prevents the council from being able to offer a guarantee that these provisions have been met by the occupants of Chapel View.*

## 9. To receive Cheshire East Councillor's report

GW reported that the CEC Core Strategy had been sent to the Inspector to be ratified. The next stage will be to send a letter to the Clerks and Chairman of all the Parish Councils in the Wards. GW will organize a meeting for the Chelford Ward. He will invite each Parish Council in the Ward to send two representatives to convey the aspirations for their parish. These may include more housing, a playing field etc. This information will be put forward to the Site Allocations for Rural Villages and Local Service Centres. He confirmed that Chelford ward have a surplus of 80 houses, this may change but this is the current situation. He mentioned that If there are any pieces of land that the parish would like to put forward for housing now is the time to act.

He mentioned Alternate Service Delivery Vehicles (ASDV). These are companies that CEC is setting up to deal with services, eg Tatton Park set up a company to manage the catering, Tatton Park Enterprises. All the companies have to report to CEC and CEC councillors are directors of the companies. CEC has a good track record of making money. The Engine of the North is a successful company. The ASDV companies are all monitored.

**Action:** Clerk to send TG e-mail address to GW.

GW went on to say that Toft Road was not top dressed last week, because of bad weather but it will be done at the end of the current programme. AS queried the siting of two posts on road near lower Peover. GW suggested they may be for signage.

The double white lines on Toft Road at either end of the bends will be extended when the road is remarked after they are top dressed. This has enabled CEC Highways to do the lines earlier than envisaged.

## 10. Correspondence

- May Taylor – Resignation from the council
- Mr & Mrs Hollinshead – re driveway
- Knutsford Civic Service and Town Awards
- Howard Lawton - Parish council vacancy
- Kevin James - Parish council vacancy
- John Needham – Casual Vacancies
- WARD, Derek – Re: Planning Enforcement
- John Needham - RE: Minutes of PC Meeting of 26th March
- S Jones – Letter of resignation from the role of Clerk

## 11. Pedestrian Crossing, Mini Roundabout & SID Road Scheme Update

GW mentioned that CEC Highways needed to visit again to have a look at the bend next to the Methodist Church.

**Resolved:** *The Parish Council resolved unanimously to defer this item to the next meeting*

**Action:** Clerk to check on progress and report to the PC.

## 12. HS2 Update

CW reported that phase two was in limbo until January 2015. Phase 1 was now in the petition stages. There have been 110 petitions sent. HS1 have put a petition in against the current preferred route. It will take 6 years to work through the petitions. It is still red/amber on the audit committees list. The outlook for HS2 going ahead does not look promising and the UKIP results in EU Elections may cause further problems as they are against it and have won seats. Hopefully it will be squashed, however If it does go ahead it is most likely to stop at Crewe.

### 13. Casual Vacancies – Update on Status and Next steps

Two people have put their names forward to fill the casual vacancies left by Jane Richardson and May Taylor in Plumley Ward.

**Resolved:** *The Parish Council resolved unanimously to advertise the vacancies in the newsletter, on the notice boards and on the web site until 19<sup>th</sup> June. The PC will consider all applicants and those deemed most suitable will be put to the vote at the next PC meeting.*

### 14. To Agree to Advertise for a New Parish Clerk

The Clerk has agreed to stay on until the end of July to enable the PC time to find a replacement.

The Clerk had previously circulated a person specification, a job specification and a job advertisement for the role of Clerk.

It was suggested that the advertisement was placed on all the notice boards, on the website and in the newsletter, via Chalc and also on Silk Radio jobs site and it may appeal to a wider audience and was more cost effective (£36.00 ) than advertising in the Knutsford Guardian series of papers (in excess of £124).

Applications are invited before 20<sup>th</sup> June, at which point the councillors can select suitable candidates for interview.

**Resolved:** *The Parish Council resolved unanimously to allow the Clerk to advertise for a replacement and to spend up to £100 on advertising costs.*

### 15. To receive any comments and reports by Councillors concerning transport, planning, footpaths, highways, Village Hall, Parish Plan, Community Pride, Community Resilience, Home watch

- **Community Pride** – The Chairman commented that the PC entered each year. He fully supported keeping the village tidy and that village litter picks were a way of achieving this, along with the station project. He suggested that the members of the PC should consider if entering every year was a good use of PC resources, and if so a councillor would need to put themselves forward to take on the responsibility of Community Pride next year.

- **Housing Needs Survey – CW**

CW explained that the existing Parish Plan will be 10 years old next year and the PC should carry out a Housing Needs Survey so that it has the most up to date information to defend against predatory developers. The PC can use the questionnaire used for the last survey but any questions the PC provides would need to be certified by CEC to be valid. The Chairman went on to say that Vikki Jeffrey at CEC, had advised that in her opinion if the PC submits their own questionnaire it is unlikely it would be certified by CEC. However, there is a model set of questions, which can be amended to suit the PC needs. This is more likely to be acceptable to CEC. The Chairman circulated copies of the model questions for councillors to review and send comments to JW before the next meeting. He asked that councillors sent their replies only to JW and not to copy any other councillors. JW will then compile a list of the comments for presentation at the next meeting.

**Action:** Clerk to E-mail the model form to absent councillors for their comments.

Options for carrying out the survey are:

- PC sends out the survey and collects it and then sends it to CEC to do the analysis. CEC would charge £500.
- CCA – could send out and collect the forms and then send to CEC for the analysis. This would cost approximately £1000.

The Chairman asked councillors to think about possibility of spending money on the survey to get a robust survey to help defend against a larger development.

The Chairman said that the PC has a responsibility to protect greenbelt but we also have a responsibility to ensure that the genuine housing needs of people in the parish are provided for.

GW mentioned a Neighbourhood Plan is now an option rather than a Parish Plan and 25% of the development money goes to the Parish Council.

The PC has already disregarded a Neighbourhood Plan because of the extreme cost and because in order to have a Neighbourhood Plan the Parish needs to define what it wants to develop. Currently with no housing needs survey there is no need for a plan for development.

## 16. Meetings

### 16.1 Parish Council Meetings - None

### 16.2 External meetings relating to the Parish Council

- Royal Garden Party 21st May - SC
- Chalc Macclesfield area meeting 4th June - SC
- Knutsford Civic service and town awards 29th June – rsvp by 13<sup>th</sup> June.

## 17. Fuel Movements – Communication from ESSAR

The Clerk reported that Ian Cotton, ESSAR had indicated that the target date for the communication to be ready was 16<sup>th</sup> June. **Action:** Clerk to check with ESSAR on 16<sup>th</sup> June.

## 18. To note the occurrence, since the previous meeting, of any road traffic accidents in the parish

None.

## 19. Finance

### 19.1 To note the current financial position.

	Community Account £	Business Premium Account £
Balance brought forward,.....	11032.80	6151.99
Less payments for May 2014.....	283.48	
Balance .....	10749.32	

Earmarked funds	£
Donald Sterling Legacy	367.67
Donation for daffodil bulbs	6.50
Playing Fields provision	3,550.00

### 19.2 To approve payments

**Resolved:** The PC resolved to approve the following payments:

- £250.20 to S Jones. May Salary\*
  - £33.28 to S. Jones. May payment for web site maintenance\*
- \*Total pay for S Jones £283.48 to be paid by standing order on 1<sup>st</sup> June 2013

## 20. To consider risk assessment

The risk profile of the PC's activities and responsibilities was reviewed and no significant changes were apparent or reported.

## 21. Planning.

### 21.1 To note receipt of the following planning applications (with comments by the PC):

- **14/1967M** - 16, GOUGHS LANE, KNUTSFORD, WA16 8QL - Retrospective consent for three demountable garden structures. **Resolved:** *The PC resolved to object to this application as it is in the greenbelt.* **Action:** GW to speak to CEC Planning to support the PC's objection.
- **14/2107M** - BEECH TREES, TROUTHALL LANE, PLUMLEY, KNUTSFORD, CHESHIRE, WA16 0UN - Single storey garden room extension and alterations. **Resolved:** *The PC resolved that there were no comments on this application.*
- **14/2400M** - HOLFORD HALL CHESTER ROAD PLUMLEY KNUTSFORD WA160UA - Brick pillars and gates to existing access to Holford Hall Farm (retrospective). This is a retrospective application submitted in reaction to the complaints made by Councillors, and the owner being contacted by the CEC Planning Enforcement Department. **Resolved:** *The PC resolved to object to this application on the grounds that the forming of the brick pillars, electric gates, and making up of the farm track /public footpath to form a road, in the area that is not within or on the curtilage of the dwelling (Holford Hall), is an unnecessary urbanisation of a rural area, and has a detrimental effect on the Green Belt, views and enjoyment of the public footpath.* **Action:** JW to investigate the use of the track, it is possible this will be used as part of a one way system for people attending the cookery school.
- **14/2422M** - MALT KILN HOUSE, PLUMLEY MOOR ROAD, PLUMLEY, KNUTSFORD, CHESHIRE, WA16 0TT - Two storey rear extension. **Resolved:** *The PC resolved that there were no comments on this application.*

21.2 To note the following planning decisions by Cheshire East Council:

- **14/1044M** - Field, Cheadle Lane, Knutsford, Cheshire - Agricultural Livestock Shed – **Application Withdrawn**
- **14/1496M** - ASH HOUSE, ASH LANE, OLLERTON, KNUTSFORD, CHESHIRE, WA16 8RQ - Extension to link house with existing building which houses a gym, amendment to approval ref. 12/4103M – **Approved with conditions**

**22. To note progress on outstanding issues:**

**Resolved:** The PC resolved to remove any issues in this section which are already itemized on the main agenda.

<p><b>22.1 Plumley Smithy</b> - The PC is concerned about the maintenance of the thatched building. <i>The plant on the thatched building has now been removed.</i></p>	<p><b>22.5 Moorcroft Garage/Parking Area</b></p> <p>SC has met with <b>George Barker, Safer Communities Officer (Legal)</b>, Peaks &amp; Plains Housing Trust on site. He is currently enquiring about costs for the removal of the pile of rubble, soil and waste material adjacent to the barely visible fencing to the rail line. This is unsightly and very dangerous as by clambering to the top of the pile it is easy to gain access to the rail track of the Manchester to Chester line.</p> <p>We await his reply. Sally Buttifant has also been consulted.</p>
<p><b>22.2 Highways Issues</b></p> <p>- <b>SID</b> –Finance-JR &amp; SJ- JR asked GW to remind DT, CEC Highways about the quote and the siting. PC could afford to pay up to £3000 towards the costs if the PC chooses to go ahead.</p> <p>- <b>Pedestrian Crossing and Mini Roundabout</b> – Awaiting PE to come back with date for survey.</p> <p><b>SpeedWatch</b> -Volunteers are required to take this forward. <b>ACTION:</b> JR to approach Ted Morley for help.</p> <p><b>ACTION:</b> Clerk to arrange Speedwatch training. Awaiting reply from Tony Hall (Cheshire Constabulary). This was also mentioned to PC Mike Dawber at the APM.</p>	<p><b>22.6 Holford Hall</b> –A complaint was also received that the public footpath from Pepper Street to Holford Hall was being altered to form a road to Holford Hall, with the installation of brick columns, electric gates completed at the Pepper Street end, and resurfacing to form a road was planned.</p> <p>The CEC were informed of the above and that Planning Permission should have been obtained for the work carried out and planned; they have been in contact with the owners agent, and are said to be dealing with the matter.</p>
<p><b>22.3 PROW – Plumley Lime Beds (DMMO)</b></p>	<p><b>22.7 Chapel View, Trouthall Lane</b></p>
<p><b>22.4 Fuel Movements – DN reported that there are some taking place and some excavations on site. Fuel Movements will start in 2015.</b> DN suggested that the PC should liaise with LP, Lach Dennis &amp; Lostock Gralam PC’s in relation to this matter. The date proposed for the ESSAR communication is 16<sup>th</sup> June.</p>	<p><b>22.8 Planning Enforcement</b></p> <p>Properties under investigation by CEC Planning Enforcement: Moorfield, PMR – the building is ancillary to the house - Closed Orchard Cottage The Barn, Trouthall Lane Moss Wood Pepper Street, Holford Hall</p>

**23. Defibrillator – Update on Proposal**

**Action:** The Clerk reported that she would provide a draft proposal at the next meeting

**24. To assess the requirement for any Welcome Letters.** – None.

**25. To receive any items for inclusion in the agenda for the next meeting to be held on Wednesday 25<sup>th</sup> June 2012 at Toft Church Hall at 8.00pm.**

**26. Close Meeting** - The meeting closed at 9.50pm

**Diary of events**

Date	Event	Time
25.6.14	Parish Council Meeting, Toft Church Hall	7.45pm
30.7.14	Parish Council Meeting, Toft Church Hall	7.45pm
24.9.14	Parish Council Meeting, Plumley Village Hall Committee Room	7.30pm
29.10.14	Parish Council Meeting, Toft Church Hall	7.45pm
26.11.14	Parish Council Meeting, Plumley Village Hall Committee Room	7.30pm