



# Prestbury Parish Council

## Minutes of the 2<sup>nd</sup> Ordinary Meeting of Prestbury Parish Council

**Date:** Wednesday 14<sup>th</sup> July 2021

**Time:** 7.30 pm

**Venue:** Prestbury Village Hall

### Attendance

#### Prestbury Parish Council

Cllr M Leather (Chair)

Cllr V Herbert

Cllr P Holes

Cllr T Jackson (left the meeting at 10.00pm)

Cllr D Murphy

Clerk – M Wheelton & RFO / Assistant Clerk D Harrold

#### Cheshire East Council

Cllr P Findlow

#### Members of the public

One observer via zoom

### **PPC 21-22 / 40 - Apologies for absence**

Cllrs L Burns (observing on zoom), A Dicken, J Hallowell, D Franks & K Podmore.

### **PPC 21-22 / 41 - Declarations of interest**

None

### **PPC 21-22 / 42 - Public Participation**

None

### **PPC 21-22 / 43 - Council Minutes**

The Minutes of the 1<sup>st</sup> Ordinary Meeting of 9<sup>th</sup> June 2021 were approved.

**Proposed Cllr Holes. Seconded Cllr Herbert. Approved by all present at the last meeting.**

### **PPC 21- 22 / 44 - To appoint members to lead on areas of responsibility for Council projects for 2021/22**

As a number of councillors were not present it was agreed that this item be revisited at the September meeting and that all members continue in their roles and responsibilities as allocated for the 2020/21 year.

Signed

Date

## **PPC 21-22 / 45 - Finance**

A report was presented by the RFO based on the previously circulated papers and the following were noted:

### HSBC update and Visa application

It was confirmed that the RFO had now received a Visa debit card for council use. The account conversion to a local authority one has still to be completed.

### Internal Audit Report 20-21 – responses

Members were requested to note that the report will be considered at the next quarterly Finance & General Purposes Committee in respect of the actions required.

### Leases – update

It was reported that the squash lease payment remains unpaid. Cllr Holes will continue to chase this if it remains unpaid.

The lease for the guides premises use had been up for review and raised to £28.42 per year which has been paid.

### HMRC Update

Councillor Holes confirmed that there remained an outstanding payment of £72.62 which is interest payable on the outstanding balance. He will resolve the detail within the Council's accounts.

### End of Year accounts

These have now been submitted and receipt acknowledged by PKF Littlejohn.

### VAT reimbursement – Quarter 1

These have now been submitted.

### Regular Payments List

The updates to this were noted and approved including the payment for the second additional space at Armadillo.

**Proposed Cllr Holes. Seconded Cllr Herbert. All in favour.**

### June accounts

It was confirmed that the current bank balance is £156,704.57.

### Payments for authorisation:

The RFO requested that councillors note that in line with the Financial Regulations, all future payments should go through the council system for ordering and payment and that officers and members are not to use personal credit cards and then request reimbursement.

It was noted that during the month there were no requests being sought for debit or credit card payments.

Signed

Date

As set out in the RFO report the following payments were requested be approved for payment:

ChALC – Clerk induction training for RFO - £25.00

ChALC – ML Planning training - £25.00

Cheshire Bid Projects – Repair to car park drain - £720.43

Cheshire Bid Projects – Parking charge reimbursement - £60.00

Cllr A Dicken – Battery purchase reimbursement - £99.99

Clerk – salary - £ confidential

RFO – salary - £ confidential

HMRC – Tax - £222.27

Wicksteed – Playground equipment repairs - £1384.72

**Proposed Cllr Jackson. Seconded Cllr Herbert. All in favour.**

#### Budget Monitoring

It was confirmed that members had received and noted all necessary reports.

**Proposal – Budget monitoring reports to be received & noted.**

**Proposed Cllr Herbert. Seconded Cllr Murphy. All in favour.**

#### Update on Bollin Grove car park drain repair.

It was confirmed that this was now completed.

#### **PPC 21-22 / 46 – Committees:**

Members noted the minutes of the Planning Committee meetings held on 2<sup>nd</sup> June 2021.

#### **PPC 21-22 / 47 – Planning Committee Terms of Reference:**

Members noted the amendment proposed by the Planning Committee to the current Terms of Reference but requested clarification of co-opting additional members during the year. This to be reviewed again at the next meeting.

#### **PPC 21-22 / 48 - Cheshire East Site Allocations and Development Policies Document (SADPD):**

Councillors noted and thanked Cllr Burns for her paper on this issue.

Members accepted its recommendations on the four key items that the Parish Council should request to appear and make representations on at the Examination Hearing in public proposed for September / October 2021.

Members noted that Cllr Burns had previously offered to work with Peter Yates on the proofs of evidence that will need to be drawn up and submitted in advance..

**Proposed Cllr Leather. Seconded Cllr Holes. All in favour.**

#### **PPC 21-22 / 49 - Councillor Vacancies:**

Members were asked to note that there was interest in one of the current vacancies and it was agreed that Cllrs Podmore & Leather should meet up with the interested resident after the 19<sup>th</sup> July and to report back to the next meeting. The clerk was requested to arrange the meeting.

**Proposed Cllr Jackson. Seconded Cllr Herbert. All in favour.**

Signed

Date

### **PPC 21-22 / 50 - Policy Review:**

Cllr Leather tabled a new Safeguarding Policy for adoption by the parish Council. The Policy was approved subject to one small amendment under the “Responsibilities & Procedures” section to emphasise an example of the facilities offered by the Parish Council and to read “for example the playground”.

As this policy requires the nomination of a council “champion” and as not all councillors were present it was requested that the item be brought back to the next meeting

**Proposed Cllr Holes. Seconded Cllr Murphy. All in favour.**

### **PPC 21-22 / 51 - Roads, pavements and safety of the public realm:**

- Response from Cheshire East Council to a request for a follow up meeting – it was confirmed that CEC has offered an on-site meeting with the Parish Council. Councillors were requested to provide Cllr Leather with a range of items that they would wish to see covered. The clerk to then contact Cheshire East. As ward member Cllr Findlow requested to be involved in these discussions
- To discuss the next steps for establishing a speed watch scheme for Prestbury following recent observation of a “Speedwatch Awareness” – Cllr Dicken had previously informed councillors that subject to Parish Council approval he will progress the actions necessary to establish a new group for Prestbury. Members were in agreement to this proposal. Proposed Cllr Jackson. Seconded Cllr Herbert. All in favour.
- To review correspondence in relation to boundary signage on Flash Lane – Cllr Jackson confirmed that there may be a sign still in storage and she will ascertain if it is suitable for future highway use (all subject to CEC Highway approvals). The clerk would then contact Cheshire East Highways to progress this issue.
- Highway signage – Cllr Jackson expressed concern about the general maintenance and appearance of various finger posts in Prestbury. She is aware that they have recently been improved in Mottram St Andrew and undertook to discuss this with them as to how this was achieved. Cllr Findlow indicated he has been allocated a ward member highways budget by Cheshire East Council of £4,300 for the current financial year that could be considered as part of the possible funding improvements to highways to be considered at the next meeting.

### **PPC 21-22 / 52 - The Bridge Hotel:**

Members noted the various resident correspondence on the continued noise nuisance being experienced by residents close to the premises. It was noted that this is now subject to possible enforcement action by Cheshire East Council.

Signed

Date

In respect of the continued issue of trade refuse bins being left on the footpath for collection Cllr Leather agreed to email the Cheshire East Highways Enforcement Officer to see if the issue can be addressed again.

**Project items:**

**PPC 21-22 / 53 - Prestbury Railway Station:**

Cllr Murphy updated members on his communications with both Network Rail & Northern Rail and that some minimal improvements had been made at the station. He emphasised that the issue of the need for high quality, high definition, CCTV plus its secure storage remained key to addressing many of the existing problems. He is to write to both organisations again to discuss the possible funding of these improvements by the Parish Council. A proposal was made to increase the "Station Improvement Fund" budget from £7000.00 up to £10,000.00 to be funded out of the "Projects" budget.

**Proposed Cllr Murphy. Seconded Cllr Jackson. All in favour.**

**PPC 21-22 / 54 - Grounds Maintenance:**

- Sundial planting bed – this item was deferred to the next meeting. Cllr Jackson suggested as an interim measure prior to the wider project that a budget of up to £200.00 be approved to purchase bedding plants for the site.

**Proposed Cllr Holes. Seconded Cllr Jackson. All in favour**

- Parish Council land enquiry – an update on the meeting of 4<sup>th</sup> June 2021 to discuss the land adjacent to the Prestbury Bowling Club was deferred to the next meeting.
- To review the current specification for maintenance work in the village by ANSA. – it was reported that there had been some improvement in grounds maintenance and that the Parish Council is now receiving regular performance updates from ANSA.
- To consider a request from Prestbury Gardening Club in respect of signage to the raised bed on the path from the Shirleys Car Park – It was agreed to approve the request for signage as previously circulated. Cllr Herbert agreed to make contact with the club to confirm approval.

**Proposed Cllr Herbert. Seconded Cllr Jackson. All in favour.**

**PPC 21-22 / 55 - Children's Playground / Playing Field:**

- Playground surfacing – Cllr Holes updated councillors on the proposal to resurface the playground with a safety/all-weather surface. Following a tendering process he proposed the following:  
That the Parish Council
  - Accepts a bid from Playground facilities Ltd of £34,853.03 for the new surface.

Signed

Date

- Purchases additional large/extra bins at a cost of £852.00 subject to agreement with Playground Facilities Ltd
- Funds the project from its own resources as identified in the previously circulated proposal.
- **Proposed Cllr Holes. Seconded Cllr Jackson. All in favour.**

Cllr Holes was formally thanked for all his hard work on this project.

- Proposal to erect a sign at both entrances to the playground – Cllr Holes requested this item be deferred to a future meeting.
- To provide an update on actions required following receipt of the ROSPA report - Cllr Holes confirmed that a site meeting had been held with Stenhouse Joinery to cost up the remedial works to equipment and fencing required following the report. He requested approval of a budget of £915.00 to commission Stenhouse Joinery to undertake the works.

**Proposed Cllr Holes. Seconded Cllr Herbert. All in favour.**

- To receive an update on the proposal for a “Padel” court by Prestbury Tennis Club following discussions with the Parish Council Chairman – Cllr Leather confirmed that the Chairman had met with a representative of the club and they had been informed that the Parish Council would not support provision on the proposed area on the Bollin Grove playing field but would be supportive of its provision elsewhere in Prestbury.
- To discuss and clarify a response for any future requests for use of the playing pitch for sports use – following a recent request for use of the playing pitch councillors confirmed their requirement that it only be used by Prestbury based clubs which are also most likely to be junior teams.

**PPC 21-22 / 56 - Preparation for Remembrance Day 2021** – Councillors discussed a proposal to work with the Prestbury Branch of the Royal British Legion on Remembrance Day in November including the purchase of a number of “Tommy” figures to be sited in Prestbury. Whilst members were supportive of the proposal, they requested that Cllr Dicken who had been in contact with the organisation clarify the following for consideration at the next meeting: the number of figures to be purchased both by the RBL & Parish Council, firm proposals for their siting, who would retain ownership and be responsible for storage, and finally how payment would be arranged.

**PPC 21-22 / 57 - The Queen’s Platinum Jubilee Central Weekend 2022** – Members reviewed the current proposals for the Jubilee weekend and proposed that a councillor “champion” be appointed to lead on this. Given that there were a number of councillors absent this item was deferred to the next meeting.

Signed

Date

**PPC 21-22 / 58 - Events:**

- Christmas Fair –a decision on hosting an event for Christmas 2021 was deferred to the next meeting.
- To review a recent enquiry from “Independent Street” in respect of hosting community events on Parrot’s Field - following a meeting with the organiser by Cllr Holes & the clerk, Cllr Holes explained the proposals in more detailed and as outlined in the previously circulated document from “Independent Street”. Based on this, whilst councillors had concerns on a number of issues, they agreed to give “in principle” support for an initial “pilot event”. Following that, any subsequent “support” would follow a review of its success and impact (including on residents, local businesses and traffic). Councillors felt that any event must support local business and wished to have a continued dialogue on the proposal with Cllr Holes including the best weekend day to use. Cllr Holes was requested to confirm the council’s support with the organizer and the clerk to confirm the Parish Council’s view to Cheshire East Council who own and manage Parrot’s Field and who had previously requested the Parish Council’s view.  
**Proposed Cllr Holes. Seconded Cllr Herbert. Three in favour, one abstention.**

**PPC 21-22 / 59 - Noticeboards** – Cllr Holes confirmed that the main noticeboard had been purchased but delivery is still awaited.

**PPC 21-22 / 60 - Police Report** – members noted the previously circulated reports for May and June 2021

**PPC 21-22 / 61 - Clerk’s report –**

- **Correspondence** – members noted the report and no clarifications were requested.

**Date of next meeting:** - To note that the next meeting is programmed for **Wednesday 11<sup>th</sup> August 2021 - 7.30pm.**

Following a request from Cllr Burns that consideration be made for an outdoor setting for the August meeting to allow her to attend and retain her position as a councillor, the clerk was delegated to ascertain the views of all members on this proposal and report to the Chairman for a decision to be made.  
Proposed Cllr Leather. Seconded Cllr Herbert. All in favour

The meeting closed at 10.45pm

Signed

Date

Vice Chairman - Prestbury Parish Council