



Prestbury Parish Council

Minutes of the 3rd Ordinary Meeting of Prestbury Parish Council

Date: Wednesday 11th August 2021

Time: 7.30 pm

Venue: Prestbury Village Hall

Attendance

Prestbury Parish Council

Cllr A Dicken
Cllr D Franks
Cllr M Leather
Cllr V Herbert
Cllr P Holes
Cllr T Jackson
Cllr K Podmore (Chair)
Clerk – M Wheelton

Cheshire East Council

Cllr P Findlow

Members of the public

Two observers (one via zoom)

PPC 21-22 / 62 - Apologies for absence

Cllrs L Burns (observing on zoom), J Hallowell & D Murphy.

PPC 21-22 / 63 - Declarations of interest

None

PPC 21-22 / 64 - Public Participation

None

PPC 21-22 / 65 - Council Minutes

Subject to a request by Cllr Leather that item PPC 21-22 / 58 be amended to show one objection not one abstention, the minutes of the 2nd ordinary meeting of 14th July 2021 were approved.

Proposed Cllr Podmore. Seconded Cllr Herbert. Approved by all present at that meeting.

PPC 21-22 / 66 - Finance

A report was presented by Cllr Holes on behalf of the RFO based on the previously circulated papers and the following were noted

Signed

Date

HSBC update and additional Visa Debit Card

The Parish Council's account has now been converted to a local authority account. No notification has been received that the account will incur any fees and charges.

The current Financial Regulations restrict the use of any Debit Card to the RFO. This could be restrictive due to attendance by the card holder in certain situations; delivery of internet orders; payments relating to events; as a back up to the RFO

Proposal – To amend the Financial Regulations to give Council authority to agree to issuing an additional debit card to a designated Councillor.

Proposed Cllr Holes. Seconded Cllr Podmore All in favour.

As this will require an amendment to the Financial Regulations these will be brought back to the September meeting for approval.

F&GP 1st Quarter Check

No issues were raised

Budget Update

Cllr Holes confirmed that he will email individual project leads in order to ascertain the current and proposed spend anticipated for the year.

Salary Payments

Proposal – Council is requested to approve the payment of employee salaries by standing order

Proposed Cllr Holes. Seconded Cllr Podmore. All in favour

Business Mileage and Expense Claim Form

Proposal -Council is requested to approve the new expense claim forms for use by all staff and councillors.

Proposed Cllr Holes. Seconded Cllr Franks. All in favour.

Defibrillator – Contract Renewal

As the current contract has expired and there is a need to maintain service of the defibrillator the following was proposed for one year, the contract then to be retendered.

Proposal – Council is required to approve the contract be renewed with GR Bayley

Proposed Cllr Holes. Seconded Cllr Franks. All in favour.

Regular Payments for Approval & Payments for authorisation

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

Cllr Leather noted that the two payments for Wickes whilst being correct on the invoices, were incorrect on the RFO report.

Signed

Date

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

CW Shenton - plants £50.00

Prestbury Village Hall – hall hire - £22.00

ChALC – RFO training course admin charge – £10.00

G R Bayley – Defib service visit - £66.00

Playground Facilities - Playground Surfacing - £2547.06

Playground facilities – Playground surfacing - £10,000.

Defib Store – Defib pads - £175.20

Rick Jones – Remedial repair - £70.00

Clerk – salary - £ confidential

RFO – salary - £ confidential

HMRC – Tax - £242.47

Proposed Cllr Holes. 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 Holes. Seconded Cllr Franks. All in favour

Review of current Armadillo storage costs

Cllr Holes confirmed there was no progress on this issue.

PPC 21-22 / 67 – Committees:

Members noted the minutes of the Planning Committee meetings held on 14th July 2021 and the Finance & General Purposes Committee 21st April 2021

PPC 21-22 / 68 - Councillor Vacancies:

Cllr Podmore updated members on this issue and confirmed that he and Cllr Leather had interviewed Mr Tony Toole for the position of Parish Councillor. He confirmed that three positive references had been received. The Clerk was requested to circulate these to all councillors.

Proposal - Cllr Podmore recommended the co-option of Mr Tony Toole to the position of Parish Councillor. Seconded by Cllr Leather. Six in favour. One abstention.

PPC 21-22 / 69 - Policy Review:

Cllr Leather confirmed that a Council 'Champion' was needed for the recently adopted 'Safeguarding' policy. This item was deferred to the September meeting.

Signed

Date

PPC 21-22 / 70 - Planning Committee Terms of Reference (ToR) –

Following the recent amendment to the Planning Committee ToR, members noted that that they can put themselves forward for co-option to a statutory committee at any time during the year, which would then be voted on at a council future meeting.

PPC 21-22 / 71 - Staffing issues

Following the resignation of the current Assistant Clerk / RFO it was confirmed that (following advice from ChALC) that it was possible to appoint a previously interviewed candidate without going through a full advertising process. A discussion was held on whether the number of hours offered be increased from thirty a month up to forty. Cllr Herbert confirmed that a previous candidate remained interested in being considered and was to be interviewed by herself, Cllr Holes and the clerk.

Proposal – The role of Assistant Clerk / RFO be offered to the interested candidate subject to a second interview with Cllr Holes and Herbert and subject to their approval a contract be offered from 1st September based on the existing contract specification. In addition, that it was to be made clear to the interested candidate that the post may be require up to forty hours per month to ensure that the role is completely covered.

Proposed Cllr Podmore. Seconded Cllr Dicken. All in favour.

PPC 21-22 / 72 - Roads, pavements and safety of the public realm:

Top Up Highways Maintenance Scheme

Members felt that there still remained insufficient information on the current level of provision to make a decision on bidding for additional services. The Chairman was asked to write to Cheshire East Council to request that this must be provided. Cllr Findlow confirmed that he still has a ward member allocation of £4,200.00 for the current financial year to which applications could be made.

Future discussion with Cheshire East Council on highway issues

Members were again invited to forward key highway issues to Cllrs Leather and Podmore and the clerk for submission to CEC as part of a request for a future meeting to discuss the items in more detail.

The Cheshire East Borough Council Well Managed Highway Infrastructure Winter Service Consultation

Cllr Findlow confirmed that there had been very few changes to the original proposals for Prestbury which was very disappointing. However Macclesfield Road had been added to the final schedule because of the existence of the new secondary school and some new grit bins had been supplied.

Prestbury Village SpeedWatch group – to provide an update on progress

Cllr Dicken referred member to the previously circulated report on progress and costings to get the scheme up and running.

Signed

Date

Proposal – That Council be requested to approve a budget of up to £300.00 for the purchase of necessary equipment via the parish council's Visa debit card.

Proposed Cllr Dicken. Seconded Cllr Herbert. All in favour.

Grants for cycling and walking initiatives in Macclesfield

Following a report which had appeared that day in local media, Cllr Burns had drafted a letter in the Chairman's name to be sent to CEC which restated the Parish Council's interest in working with the local authority on improving the links along Riverside Park / Bollin Valley corridor between Macclesfield and Prestbury. The clerk was requested to send the letter. Cllr Burns was thanked for her efforts on this.

PPC 21-22 / 73 - To note the update previously circulated on the examination in public into the Cheshire East Local Plan, Part 2:

Following Cllr Burns previously circulated paper on this issue, members agreed that, should it prove necessary, they would hold an extra meeting on 25th August to agree the fee to be paid to the council's planning consultant, Peter Yates at the upcoming examination in public and for him to write the proofs of evidence for it. This meeting if necessary will take place on the rise of the Planning Committee.

Project items:

PPC 21-22 / 74 - Prestbury Railway Station:

Members were requested to note progress on this issue following the pre circulation of an update by Cllr Murphy.

Cllr Leather also confirmed that a meeting has been arranged with the British Transport Police to review the current vandalism issues on the station.

She also confirmed that an application had been made to be an adopted station. Following a useful meeting with the Friends of Goostrey Station in addition to seeking quotes for wrought iron litter bins Cllr Leather sought approval for the purchase of two 100 litre water butts for the station.

Proposal – Council is requested to approve the purchase two water butts for use at the station up to a budget of £200.00 and subject to approval that they can be placed in situ.

Proposed Cllr Leather. Seconded Cllr Podmore. All in favour.

PPC 21-22 / 75 - Grounds Maintenance:

Sundial planting bed

Cllr Podmore confirmed that there had been no further progress on this issue but thanked both Cllrs Jackson and Leather for their summer planting of the bed which looked excellent.

Signed

Date

Parish Council land enquiry

Cllr Podmore updated members on the meeting of 4th June 2021 which was held to discuss the land adjacent to the Prestbury Bowling Club and parking issues. He confirmed that at present the arrangements between the Village Hall and Bowling Club in respect of car parking were working satisfactorily.

To consider a proposal to employ a “Lengthsman” to provide additional resource to maintain the public realm in Prestbury

This item was deferred to the September meeting.

PPC 21-22 / 76 - Children’s Playground / Playing Field:

Playground surfacing

Cllr Holes confirmed that the contract to replace the surfacing was programmed to commence on the 4th October 2021 and is estimated to take two weeks to complete.

PPC 21-22 / 77 - Preparation for Remembrance Day 2021

Cllr Dicken referred members to the previously circulated information on this issue.

Proposal – Council is requested to approve the purchase of two “Tommy” statues up to a value of £350.00

Proposed Cllr Dicken. Seconded Cllr Herbert. All in favour

PPC 21-22 / 78 - Events:

Christmas Fair

Following discussion of Cllr Holes report on this issue to hold a winter fair for Christmas 2021 the following was proposed

Proposal – That Council be requested to approve the holding of a winter fair on 12th December 2021 and that the events committee commence preparations on this basis.

Proposed Cllr Holes. Seconded Cllr Franks. Four in favour, one against, one abstention.

Proposed Prestbury Artisan Market - Cllr Holes confirmed that the organizer of the event had received approval to hold it on 12th September 2021 including approval of a Temporary Events Notice. Members will review the success of this pilot before giving their support to any future event.

PPC 21-22 / 79 - The Queen’s Platinum Jubilee Central Weekend 2022:

Members reviewed the current proposals for the Jubilee weekend and proposed that a councillor “champion” would need to be appointed to lead on this issue. The Events Committee was asked to review the possibility of combining a summer fair as part of the celebration weekend. This item to be brought back to the January Council meeting.

Signed

Date

PPC 21-22 / 80 – Parish Council website:

Cllr Franks gave a brief demonstration of the new website which it is hoped will be live by late August. Various sections of the website will go live over time with the initial emphasis on basic information including meeting dates and councillor details. Cllr Franks also drew to members attention the fact that the Prestbury logo tends to vary in different iterations of it around the village. He emphasized the need for it to be standardized.

PPC 21-22 / 81 – Noticeboards

Cllr Holes confirmed that the main noticeboard has now arrived and will arrange for its fitting. Branding is to be added at a later date.

PPC 21-22 / 82 - Police Report:

Members noted the previously circulated data.

It was agreed not to respond to the Draft Police and Crime Plan 2021-2024 consultation.

PPC 21-22 / 83 - Clerk's report:

Correspondence – members noted the previously circulated report and no clarifications were requested.

Date of next meeting: - To note that an extraordinary meeting is programmed for **Wednesday 25th August 2021**, to follow of from the Planning Committee meeting should it be necessary in order to agree the fee for the planning consultant. The next scheduled meeting is 8th September 2021.

The meeting closed at 10.12pm

Signed

Date

Chairman - Prestbury Parish Council