



Prestbury Parish Council

Minutes of the Annual General Meeting of Prestbury Parish Council

Date: Wednesday 5th May 2021

Time: 7.30 pm

Venue: Virtual

Attendance

Prestbury Parish Council

Cllr K Podmore

Cllr L Burns

Cllr D Franks

Cllr V Herbert

Cllr P Holes

Cllr J Hallowell

Cllr M Leather

Cllr D Murphy

Clerk – M Wheelton

RFO / Assistant Clerk – D Harrold

Cheshire East Council

Cllr P Findlow

Members of the public

Four were in attendance.

PPC 21-22 / 01 – Election of a Parish Council Chair for the year 2021/22

Cllr Podmore was nominated and elected as Chair for the year 2021/22

Proposed Cllr Hallowell. Seconded Cllr Murphy. All in favour

PPC 21-22 / 02 - Election of Parish Council Vice - Chairs for 2021/22 (Vice Chair & Vice Chair Finance)

Cllr M Leather was nominated and elected as Vice Chair for the year 2021/22

Proposed Cllr Burns. Seconded Cllr Franks. All in favour

Cllr P Holes was nominated and elected as Vic Chair (Finance) for the year 2021/22

Proposed Cllr Podmore. Seconded Cllr Murphy. All in favour

PPC 21-22 / 03 - Apologies for absence

Cllrs T Jackson & A Dicken

Signed

Date

PPC 21-22 / 04 - Declarations of interest

Cllr Herbert declared an interest in item PPC 21/22 / 17 as a Parish Council representative on the Prestbury Village Hall Committee.

Cllr Leather also declared an interest in item PPC 21/22 / 17.

PPC 21-22 / 05 - Public Participation

Two members of the public addressed the Council in respect of their concerns about the possible creation of a car parking area on Parish Council owned land adjacent to the Prestbury Bowling Club. Their concerns included a current lack of planning permission, the site being in a conservation area and lack of consultation with local neighbours. The comments were taken as part of the discussion on item PPC 21/22 / 17..

PPC 21-22 / 06 – Minutes

Members reviewed the minutes of the Extraordinary Meeting of 21st April 2021 which were approved.

Proposed Cllr Leather, Seconded Cllr Herbert . All in favour present at the meeting

PPC 21-22 / 07 – Election to the Committees and appoint areas of responsibility for 2021/22.

Finance & General Purposes Committee:

The following councillors were appointed – Cllrs Podmore, Leather, Holes, Franks,& Hallowell.

The following substitutes were appointed – Cllrs Murphy & Herbert

Planning Committee

The following councillors were appointed – Cllrs Leather, Dicken, Jackson, Murphy & Podmore.

The following substitutes were appointed – Cllrs Herbert, Holes, Burns

Events Committee

The following councillors were appointed – Cllrs Holes, Herbert, Dicken & Franks.

The following substitute was appointed – Cllr Hallowell

Representatives on other bodies

Village Hall Trustees – Cllr Herbert

Poynton Area Community Partnership – Cllr Leather

Areas of specific responsibility

Village appearance & Community Pride - Cllrs Jackson, Leather, Herbert

Environmental Issues:

Transportation - Cllr Franks

Air Quality - Cllrs Leather & Franks

Climate Change -Cllr Peter Holes & Burns

Signed	Date
Play Areas- Cllrs Holes & Herbert	
Public Realm, Road & Pavement Maintenance – Cllrs Leather & Herbert	
Footpaths – Cllr Jackson	
Police - Cllr Dicken	
Newsletter - All councillors in turn	
Village Business Liaison – Cllrs Franks, Dicken & Leather	
Parrot's Field – Cllr Podmore	
Path from the Shirleys to Bollin bridge – Cllr Podmore	
Spatial Planning & Environmental Policy – Cllr Burns	
Working Together – Cllr Herbert	
PR Publicity & Social Media – Cllr Hallowell	
ChALC (primary representative for the council in this area) – Cllr Burns	

Resilience Planning – the clerk was requested to commence work on this document supported by members

Leadership of Council priority projects – it was agreed that these will be finalised at the next Parish Council meeting.

PPC 21-22 / 08 - Finance:

A report from the RFO was tabled and reviewed and the following points noted:

HSBC update – It was reported that the necessary signatures have now been completed and returned to HSBC.

Internal Audit – that the paperwork has now been submitted.

AGAR 2020/21 – to note that the deadline for this submission is 30th June 2021.

April accounts – All accounts previously circulated were in order having being reviewed & reconciled

Payments for authorization

The RFO confirmed that a CEC payment of £1440.00 had been made to the council in error. Approval for the reimbursement was requested as part of the approval of all payments as set out below.

Due to the current emergency arrangements Council were requested to approve payments recorded in the minutes in lieu of specific signatories. It was noted that during the month there were no requests being sought for credit card payments.

As set out in the RFO report the following payments were requested for approval for payment. -

Cheshire Building Project – Wall repair - £1651.80

JRM Landscapes – Groundworks - £250.00

Signed	Date
<u>HMRC</u> – PAYE outstanding 18-19 gross salary £2617.80 – tax owed £523.56.19-20 Gross salary £7584.15 - tax owed £1516.83. Total payable £2040.39	
<u>GR Bayley</u> – Testing defib battery - £273.60	
<u>Salary Clerk</u> – April pay - £ confidential	
<u>Salary RFO</u> - £ confidential	
<u>HMRC</u> – tax/NI - £268.27	
<u>ChALC</u> – subscription – “1078.20	
<u>Prestbury Village Hall</u> – hall hire – £222.00	
<u>Playsafety LTtd</u> – playground inspection - £103.20	

Proposed Cllr Podmore. Seconded Cllr Herbert. 7 in favour, 1 against

PAYE Calculation Update

Cllr. Holes explained the tax liability in respect of a previous employee was £2040.39. He will prepare an audit trail document to explain the issue in case of any future audit enquiries

ANSA contract update

The RFO confirmed that she is still awaiting dates from ANSA for a site meeting to discuss the council's required standards of maintenance for works contracted

Bridge Green Car Park drain repair update.

The RFO confirmed that a quote had been received from Cheshire Building projects. Given the need to complete this work as a priority due to safety concerns approval was given to place an order for this work including £408.36 plus VAT to complete repairs and £192.00 plus VAT for a drainage clearance Proposed Cllr Podmore. Seconded Cllr Holes. All in favour.

In addition, members were informed that the company had received a parking fine incurred during their previous work for the council. It was agreed to reimburse the contractor subject to them providing a copy of the paperwork and an invoice. Payment will be brought forward for approval in due course

PPC 21-22 / 09 - Future meeting dates:

Both Cllr Podmore & Cllr Burns gave updates on the current situation that all meetings have to be undertaken face to face after the 7th May 2021. The Clerk was requested to get a risk assessment from the Village Hall that they are required to complete and also to undertake an assessment should a meeting take place at the Hall. It was agreed that at present the meetings for June (planning 2nd June, Council 9th June) would remain under review as to whether they need to be held at the Hall, cancelled (although finance and planning responses would still need to be undertaken) or held at any alternative outdoor venue. A decision will be taken in due course

PPC 21-22 / 10 - Committees:

The minutes of the Planning Committee meeting held on 31st March 2021. & the Finance & General Purposes Committee held on 22nd February 2021 were noted.

Signed

Date

PPC 21-22 / 11 - Roads, pavements and safety of the public realm:

Speeding on village roads –

Cllr Leather confirmed that she is to attend a Community Speedwatch exercise in Alderley Edge

To provide an update on the public footpaths in the village

Cllr Franks confirmed that he is still working with the Cheshire East Council “Public Rights of Way” team on reviewing upgrades to Footpath No 1 in the village.

PPC 21-22 / 12 - Spring 2021 Newsletter:

Cllr Burns confirmed that the Newsletter has now been distributed. Cllr Podmore thanked both Cllr Burns & Hallowell for all their hard work in producing the Newsletter.

PPC 21-22 / 13 - Cheshire East Council Part 2 of the Local Plan:

Cllr Burns updated members on the recent Cheshire East Council “special council meeting” where the Cheshire East Council Local Plan Part 2, the Site Allocations & Development Policies Document (SADPD) was approved. Cllr Burns having attended the meeting confirmed that very little had changed in the new document and expressed her disappointment. Cllr Burns also pointed out that that there was no mention of the fact that four Parish Councils has come together and employed a barrister to seek his opinion on safeguarded land and had submitted his advice as part of their responses. Consequently the Cheshire East councillors would have been unaware of this fact and of his findings. It was confirmed that the next stage is to await the date of the Examination in Public of the Plan, expected later in the year.

PPC 21-22 / 14 - Draft Housing Supplementary Planning Document (“Housing SPD”)

Cllr Burns presented her previously tabled response and received endorsement to this consultation document for return back to Cheshire East once signed by the Chair.

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

PPC 21-22 / 15 - Policy Review:

Members reviewed and approved the following policies for adoption –

Equality Policy – subject to an adopted date of 5th May 2021

Proposed Cllr Burns. Seconded Cllr Franks. All in favour

GDPR Policy - subject to an adopted date of 5th May 2021

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

Health & Safety Policy & Appendix - subject to an adopted date of 5th May 2021

Proposed Cllr leather. Seconded Cllr Burns. All in favour.

Complaints Policy - subject to an adopted date of 5th May 2021

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

Signed

Date

Project items:

PPC 21-22 / 16 - Prestbury Railway Station:

Cllr Murphy updated members and confirmed that unfortunately both Network rail and National rail are now concentrating on the returning passenger environment, but he continues to push them on getting work completed. Cllr Leather confirmed that there had been a number of expressions of interest in volunteering once the Station Adoption Scheme is in place.

PPC 21-22 / 17 - Grounds Maintenance:

Sundial planting bed

Cllr Podmore confirmed he is still to progress this issue.

Parish Council land enquiry – land adjacent to the Prestbury Bowling Club.

Following initial correspondence and subsequent representations at the meeting by two members of the public in respect to the current situation for parking at the Village hall / Bowling Club, Cllr Podmore informed the meeting that a review of the current position in relation to this issue had been undertaken. He confirmed that land adjacent to the Bowling Club owned by the Parish Council was not part of their lease and was currently open space without any other approvals for its alternative use as a parking space. He further confirmed that the Council had not received any application for the club to use this land. He considered that the best option was for the Parish Council to meet with representatives of the Bowling Club and Village Hall to discuss the situation further. The Village Hall will also be requested to remove the current signage on their car park which currently directs cars to the site. The Clerk was requested to draft letters for the Chair to send to the other two organisations seeking dates for a meeting when it was considered safe to do so under the current circumstances..

The two residents left the meeting at 7.40pm.

PPC 21-22 / 18 - Children's Playground / Playing Field:

Playground surfacing

Cllr Holes confirmed that he is still pursuing costs for this work but it likely to be in the region of £40,000. Cllr Herbert confirmed that she is still looking at options for grant funding to support the costs of such work. The clerk was requested to provide the contact for the local Co-Op community officer.

To receive an update on the proposal for a "Padel" court by Prestbury Tennis Club. Cllr Podmore confirmed he has yet to speak to the Tennis cClub representative on this issue but would endeavour to do so.

PPC 21-22 / 19 - Police Report

No report was available for the meeting.

Signed

Date

PPC 21-22 / 20 - Clerk's report –

CEC Draft Asset Transfer Policy – Cllr Burns updated members on this policy document following the recent CEC Engagement Event. She tabled some amendments with track changes to be returned to Cheshire East.

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

The Bridge Hotel – Cllr Leather raised the issue of continuing noise nuisance for nearby residents. It was confirmed that it is a matter for Cheshire East Council to enforce the licencing requirements.

The meeting closed at 21.23pm

Signed

Date

Chairman Prestbury Parish Council