



# Prestbury Parish Council

## Minutes of the 5th Ordinary Meeting of Prestbury Parish Council

**Date:** Wednesday 13<sup>th</sup> October 2021

**Time:** 7.30 pm

**Venue:** Prestbury Village Hall

### Attendance

#### Prestbury Parish Council

Cllr M Leather

Cllr V Herbert

Cllr P Holes

Cllr T Jackson

Cllr K Podmore (Chair),

Cllr A Toole,

Clerk – M Wheelton

Assistant Clerk / RFO – S Dalrymple

#### Cheshire East Council

Cllr P Findlow

**Members of the public** Three residents attended to speak under Item 3. but left the meeting following this.

### PPC 21-22 / 108 - Apologies for absence

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

### PPC 21-22 / 109 - Declarations of interest

None

### PPC 21-22 / 110 - Public Participation

One resident addressed the Council in respect of item 12 (CEC Community Governance) and requested consideration be given to the response by the Parish Council to this consultation to include a request to consider widening the number of houses in the DUNBAH Lane and Tytherington Lane. The presentation was taken into account when this item was discussed later in the meeting. The Clerk was requested to forward a draft copy of the minutes to the resident once completed.

Signed

Date

Two residents addressed the Council in respect of Item 18 (Artisan Market on Bridge Green). Both have previously sent letters of objection to the Parish Council which had been pre circulated to councillors and also sent to Cheshire East Council as landowners of Parrots Field.

One resident who had written to the Parish Council on 17<sup>th</sup> September 2021 raised the following issues as being problematic to local residents during the recent trial Artisan Market: general disruption to the area, cars parking on double yellow lines, danger driving in the area, overnight parking on Bridge Green, the lateness of any consultation with local residents including a leaflet drop with information and to whether the event organiser had the correct public liability insurance. It was confirmed that insurance was in place.

A second resident referred to their complaint letter to the Parish Council (and Cheshire East Council) of 21<sup>st</sup> September 2021. In addition to the issues raised above they expressed concern that in supporting the event, that the parish Council hadn't taken into account a covenant on Parrot's Field dating back to 1922 which prevented use of Parrots Field for "commercial purposes and subsequent documents indicating the space should only be used as open space for recreation. Whilst not objecting to a market the resident felt that it needed to be held in a more suitable location such as the Bollin Grove Playing Fields.

Cllr Holes confirmed that he was unable to identify a covenant through a search at the Land Registry. This had also been similarly confirmed by Cheshire East Council Property & Legal Services who as landowner did not have a copy of any paperwork in relation to the land.

In order to progress the issue the Chairman requested the resident to forward any copies of documents they may have in their possession relating to the land registry or covenants to the Parish Council as proof of evidence. This request was as a result of Cheshire East being unable to locate their own documentation and the Parish Council having no knowledge of the ownership or covenants as they were not the landowners

Both representations were taken into account when this item was discussed later in the meeting. The Clerk was requested to forward a draft copy of the minutes to both residents once completed.

#### **PPC 21-22 / 111 - Council Minutes**

The minutes of the 4th Ordinary Meeting of 8<sup>th</sup> September 2021 were approved.

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

#### **PPC 21-22 / 112 - Finance**

A report was presented by Cllr Holes as Acting RFO based on the previously circulated papers and the following were noted.

Signed

Date

Daily and single transaction limit – this proposal was withdrawn

Banking Arrangements - update

With the appointment of Susan Dalrymple as the Responsible Financial Officer the following changes have been completed –

Access to Internet Banking with authority to set up payments, the authorisation limit will be set at zero, Cllr Holes will retain the authorisation limits.

In order to complete the following a signed copy of the September PPC minutes was provided:

That Susan Dalrymple is added to the bank mandate as an authorised signatory

That an application for a VISA Debit Card is made in the name of Susan Dalrymple.

That an application for telephone banking is made in the name of Susan Dalrymple and Cllr Holes

Renewal of Insurance

Council was requested to note that the insurance policy with Hiscox was renewed on 1<sup>st</sup> October. A three-year policy was agreed commencing 1<sup>st</sup> October 2020. The policy fixed assets values have been updated for additions and also for CPI. The invoice from Came & Co was paid 8<sup>th</sup> October as recurrent/emergency payment

This renewal and payment should have been brought to the September PPC. With the RFO leaving and Cllr Holes acting as RFO for September it was unfortunately omitted.

September accounts & budget monitoring report

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

**Proposal** – Budget monitoring reports to be received and noted

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

Payments for authorization & Regular Payments for Approval

It was noted that during the month the following request was made sought for debit or credit card payments :

Viking Direct Cartridge Shop – Stationery items - £60.00

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

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

Stenhouse Joinery – Erect Noticeboard - £50.00

Came&Co – Insurance - £1,432.00

ANSA – Repayment of parking charge - £60.00

CHALC – Training - £55.00

G R Bayley – Defib testing - £66.00

Signed

Date

Salary – Clerk - £ confidential  
Salary RFO - £ confidential  
HMRC – Tax - £276.67

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

Budget Update 2022/23 –

Cllr Holes confirmed that the following items will be considered for inclusion in next year's draft budget at the next Finance & General Purposes Committee on 1<sup>st</sup> November 2021: Bollin Vally Link Path, EV Charging Points in car parks, Prestbury Railway Station.

To discuss allocation of a budget for £2000 in respect of Lawful Development Certificate (LDC)

Cllr Leather requested that £500.00 be approved for training sessions for the Planning Committee on LDCs. She will approach Peter Yates for a price for this training

**Proposed Cllr Leather, Seconded CllrToole. All in favour.**

**PPC 21-22 / 113 – Committees:**

Members noted the minutes of the Finance & General Purposes Committee meeting held on 21<sup>st</sup> April 2021.and of the Planning Committee meeting held on the 15<sup>th</sup> September 2021.

**PPC 21-22 / 114 - Councillor leave of absence –**

Cllr Podmore request members support a leave of absence in advance for a period of six months for Cllrs L Burns & J Hallowell before the expiry of the current six-month attendance period under the Six-Month Attendance Rule (Section 85 (1) of the Local Government Act 1972). This period will extend until 1<sup>st</sup> May 2022.

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

**PPC 21-22 / 115 - To finalise the appointment of councillors to areas of responsibility for 2021/22:**

The following changes were made for the current year under Section 4 "Leadership of Council Projects".

Priority Projects – Remove Parrots Field improved access / Prestbury Railway Station to be led by Cllrs Murphy and Leather / Pride in Prestbury add Cllrs Toole & Leather / Promotion of Tourism remove Cllr Hallowell / Add Bollin Valley Link Route – Cllrs Holes, Herbert, Franks, Leather & Podmore / Processes in need of ongoing attention – Increase pressure on outside organisations to improve the quality of service – add Cllr Leather / Remove More Professional Support and Attracting and Engaging More Volunteers / Expand the availability of scheme to offer local PPC Grants – add Cllr Franks. All other information remains unchanged

Signed

Date

**PPC 21-22 / 116 - Policy Review:**

To approve Cllr Toole as “Councillor Champion” for the recently approved Safeguarding Policy.

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

**PPC 21-22 / 117 - Roads, pavements and safety of the public realm:**

Prestbury Village Speed Watch group –

It was confirmed that whilst the scheme had commenced that progress be reported at the November meeting of the Council

Police & Crime Commissioner - Speeding Issues Consultation Further Update

**The Clerk was requested to contact Cllr Dicken and request that he look into this further with Jackie Weaver at ChALC (including on-going costs) and in respect of expressing an interest in Prestbury being a pilot for a scheme.**

To discuss improvements to finger post signage in the parish

Cllr Jackson confirmed that she is still sourcing a quote for this work.

**PPC 21-22 / 118 - Cheshire East Local Plan, Part 2 Examination In Public:**

Cllr Podmore expressed the Council’s thanks to Cllr Burns for all her hard work as part of the preparation of the previously circulated “Position Statements”.in respect of the Examination in Public into the second part of the Cheshire East Local Plan, the Site Allocations and Development Policies which has now commenced.

**PPC 21-22 / 119 - CEC Community Governance Review of Town and Parish Council Governance**

Following the presentation by a resident under Minute 21-22 /110, members considered again their response to the current consultation, in particular in respect of additional properties on Tytherinton Lane which currently form the boundary between Prestbury, Bollington and Macclesfield Town. Members maintained the proposal agreed at their meeting of 8<sup>th</sup> September 2021 that the response to Cheshire East Council should remain for an extension to the current Prestbury boundary up DUNBAH Lane and on to the A523, the last property being White Thorn. As such members did not support the resident proposal to include other properties into an expanded parish.

Following receipt of a previously circulated letter from Bollington Town Council of 7<sup>th</sup> October 2021, Cllr Podmore confirmed that he had had a conversation with Cllr Edwards, the Chair of the Working Group reviewing this issue for Bollington. Currently although having not contacted Butley Town residents Bollington Town Council are looking to request that this area of Prestbury be considered for transfer into the Bollington township as part of their formal response to Cheshire East as part of the Community Governance Consultation.

Signed

Date

**Members were extremely concerned about this proposal and it was resolved that the Chairman write a letter to all Butley Town residents including a copy of the Bollington correspondence and request their response.** This item would again be reviewed at the November Parish Council meeting, allowing for a formal response to Cheshire east Council by its deadline of 28<sup>th</sup> November 2021

**PPC 21-22 / 120 - Cheshire East Council – Code of Conduct:**

Members noted the policy but agreed not to formally respond

**PPC 21—22 / 121 To discuss potential funding available from the Poynton Area Partnership Group (ML)**

Cllr Leather informed members that a fund of £13,00.00 is currently available for bidding in to for community projects and requested possible ideas. Cllr Jackson considered that tree planting on Scott Road was one possible project. This item to be further discussed at the November meeting.

**Project items:**

**PPC 21-22 / 122 - Prestbury Railway Station:**

Cllr Leather confirmed that that she and Cllr Murphy had a meeting arranged with David Rutley MP at the station to discuss the ongoing problems of vandalism and seek his support in working with other agencies to improve the station.

**PPC 21-22 / 123 - Grounds Maintenance:**

Sundial planting bed –

This item to be put forward to the November meeting

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

**Cllr Jackson confirmed that she is still investigating sourcing a person or company to provide additional support for the November to March period.** This item to be reconsidered in November.

**Cllr Toole will also try to seek a quotation for the lengthsman’s position**

Cllr Leather also felt that another “community clean-up” weekend should be considered.

To consider a proposal to employ Aquatec to clean and treat eleven benches/seats in the village

Cllr Herbert confirmed a quote of £440.00 plus VAT for this work had been obtained and requested that this funding be approved.

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

Signed

Date

## **PPC 21-22 / 124 - Children's Playground / Playing Field:**

### Playground surfacing –

Cllr Holes confirmed that the works will now commence week commencing 2<sup>nd</sup> November 2021

### Boundary fencing –

This item to be considered at the November meeting.

## **PPC 21-22 / 125 - Events:**

### Christmas Fair –

Cllr Holes confirmed that the Events Committee had now met with minutes being circulated prior to the meeting. He confirmed that the road closure documentation needed submitting by 17<sup>th</sup> October 2021. He also confirmed that he has spoken to the organizer of the Artisan Market in respect of management of the stalls for the event.

### Prestbury Artisan Market –

Following the recent pilot event supported by the Parish Council, members reviewed the event and request by the organizer to show support for similar further events.

Members took into account the presentations by the two residents as at Minute 21-22 / 110.

Councillors expressed a number of concerns about the event including, those related to safety, dropping off by traders, dogs within the site, lack of toilets and lack of traffic management. Councillors also felt that the frequency of any future event would need careful consideration. It was also considered that the Playing Field would not be a suitable alternative site as it would have similar parking and logistical challenges as Parrots Field.

Cllr Holes updated members following a post event meeting with the organizer that he had attended with the clerk and felt that the event had been an overall success, well attended, with much positive comment both from local businesses and via social media. He saw two main problems that had been discussed with the organizer at the meeting, namely traffic management at the start and end of the event and dogs on site. He felt that both could be addressed. The other issue was that there had been no visit from Cheshire East Council to the event as the landowner.

Cllr Podmore summarized the discussion by stating that whilst the event had appeared successful, some of the issues already discussed should have been dealt with by Cheshire East on the day as landowner. He emphasized that before any future decision is made on whether to support an event the issue of the covenant needed to be addressed. He requested that all councillors sent him a summary of their thoughts both positive and negative so that he could draft a letter to Cheshire East Council. He concluded by confirming that at this time the Parish Council was not taking any decision on whether to support a future event.

Signed

Date

Christmas lights – Cllr Leather confirmed that work was progressing well and that the lights were scheduled for installation at the end of November.

To consider the proposals for the Queen’s Platinum Jubilee Weekend 2022 - Cllr Herbert was requested to enquire if the Church were getting involved in the weekend. It was also considered that an event such as a hog roast on the Playing Field should be considered as this had proved popular at past events.

**PPC 21-22 / 126 - Parish Council website and branding:**

To provide an update on progress in launching the new website  
Cllr Podmore confirmed that the website will be live within seven days

To discuss the artwork for Parish Council signage and branding  
This item to be considered at the November meeting

**PPC 21-22 / 127 – Newsletter**

It was confirmed that Cllr Burns had commenced work to produce an Autumn / Winter newsletter. A quote of £300.00 had been obtained from Fox Graphics to carry out the artwork and imaging.

Proposed – That up to £1,500.00 be made available for the preparation of the newsletter including printing and distribution

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

**PPC 21-22 / 128 – Noticeboards:**

Cllr Holes confirmed that the new noticeboard had been installed and was ready for use but still needs the parish branding adding.

**PPC 21-22 / 129- Police Report:**

This item to be discussed at the November meeting.

**PPC 21-22 / 130 - Clerk’s report:**

Correspondence – members noted the previously circulated report, including the update on the Bollin Valley Link Route meeting which is to be added to the November agenda.

**Date of next meeting:** - To note that the next scheduled meeting is programmed for Wednesday 10<sup>th</sup> November 2021.

The meeting closed at 10.35pm

Signed

Date

Chairman - Prestbury Parish Council