



Prestbury Parish Council

Minutes of the 10th Ordinary Meeting of Prestbury Parish Council

Date: Wednesday 9th March 2022

Time: 7.30 pm

Venue: Prestbury Village Hall

Attendance

Prestbury Parish Council

Cllr A Dicken

Cllr D Franks

Cllr P Holes

Cllr V Herbert

Cllr T Jackson

Cllr M Leather (Chairing)

Cllr D Murphy

Cllr A Toole

Clerk – M Wheelton

Assistant Clerk / RFO S Dalrymple

Cheshire East Council

None

Members of the public – five members of the public attended the meeting to observe

PPC 21-22 / 224 - Apologies for absence

Prestbury Parish Council - Cllrs K Podmore, L Burns (observing on Teams) & J Hallowell.

Cheshire East Council - Cllr P Findlow.

PPC 21-22 / 225 - Declarations of interest - None

PPC 21-22 / 226 - Public Participation – One resident addressed the Parish Council in respect of the renewal of the contract for the management control of Bridge Green Car Park. They spoke in support of the previously presented information by a local business who had undertaken some consultation via social media on how the car park should be controlled including permitted length of stay. An enquiry was made to ascertain that the members had both read the information and would use it as part of the decision making. Cllr Leather confirmed that all comments made by residents, including those made at a Finance & General Purposes Committee meeting on 31st January 2022 would be taken on board as part of the process.

Signed

Date

PPC 21-22 / 227 - Council Minutes

The minutes of the 9th Ordinary Meeting of 9th February 2022 were approved.
Proposed Cllr Herbert. Seconded Cllr Leather. Approved with two abstentions.

The minutes of the Extraordinary Council Meeting of 28th February 2022 were also approved.

Proposed Cllr Herbert. Seconded Cllr Dicken. Approved with two abstentions

PPC 21-22 / 228 – Finance A report was presented by the RFO based on the previously circulated papers and the following were noted:

Banking arrangements –

Members discussed the issue raised by the RFO of the need to appoint a replacement Primary User on the HSBC internet banking arrangements.

Proposal – Cllr Toole becomes the Primary User on the HSBC banking arrangements (subject to him checking for any conflicts of interest). Cllr Holes to undertake the necessary process with HSBC for this to take place.

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

A decision on the requirement for an additional Debit Card holder to replace that held by Cllr Holes is to be taken to the next meeting.

SMART Parking Ltd –

Following a summary of the current position by the RFO as outlined in their report, the following was proposed

Proposal – On the basis of updated and lengthy discussions with external advice, the RFO proposes that the invoice previously held back from February 2022 now be presented for payment as follows

Smart Parking Ltd – Remaining VAT element for administration of car park services. £2,656.54

Proposed Cllr Franks. Seconded Cllr Toole. Seven members voted in favour, one against.

Cllr Leather requested that it be noted that she objected to the proposal and would be investigating the issue further.

RFO monthly reporting template –

Proposal – to adopt the use of the new template for finance reporting by the RFO from 1st April 2022 and that any amendments as required be undertaken once the template is in use.

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

February 2022 accounts & Budget monitoring report to note

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

Proposal - The Council is invited to receive and note the Bank Reconciliation & Budget Monitoring reports as presented.

Proposed Cllr Holes. Seconded Cllr Dicken. All in favour

Signed

Date

Payments by Direct Debit in February 2022

Proposed – The Council is invited to retrospectively authorize the Regular payments (VISA debit card payments, direct debits & bank charges) and any ad-hoc VISA debit card payments (if applicable) as presented in the RFO report.

Proposed Cllr Herbert. Seconded Cllr Franks. All in favour

Payments to be authorized March 2022

It was noted that there was one request was sought for VISA Debit Card payment as follows:

Proposal - Cllr Holes be authorized to purchase a charger up to a value of £20.00 for the laptop to be used by the Speedwatch group.

Proposed Cllr Leather. Seconded Cllr Holes. All in favour

As set out in the RFO report, the following payments were tabled for payment by Bank Transfer on Monday 14th March 2022:

Clerk.- Salary £ confidential

Assistant Clerk/RFO Salary £ confidential

HMRC- Tax/NI - £221.27

Higgins Lab Chem Plumbing Ltd - Defib test 2nd February 2022. £66.00

Higgins Lab Chem Plumbing Ltd - Defib test 18th February 2022. £66.00

ANSA Environmental Services Ltd – Maintenance Quarter 3 (October – December 2021). £819.86.

Prestbury Village Hall – Room booking charges. £454.00.

NALC – Delegate attendance for online course Cllr Burns on 4th February 2022. £38.93.

Playground Facilities Ltd – Remainder of the cost for resurfacing the playground. £32,946.44

Crewe Brass – Winter Fair 2021 (music). £500.00

Playground Facilities Ltd – Final payment following installation of bins. £947.68

Proposal - Council is invited to authorize the payments listed above.

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

PPC 21-22 / 229 – Committees:

Members noted the minutes of the Event's Committee 15th November 2021 and 24th January 2022. Members also noted the draft minutes of the Finance & General Purposes Committee on 31st January 2021.

PPC 21-22 / 230 - Councillor Vacancies:

Proposal- Following a recent interview and circulation of CV, Alexander Thomas was proposed for co-option as a member of Prestbury Parish Council.

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

Signed

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Cllr Leather also confirmed that a further resident was also interested in becoming a councillor once a position is vacated by Cllr Holes at the end of April 2022 and a meeting had been arranged to discuss their application further. The clerk explained the process for getting approval from Cheshire East Council to co-opt once the position is vacant.

PPC 21-22 / 231 – AGM & Parish Meeting

It was confirmed that the Annual General meeting is set for 11th May 2022. It was agreed that an Annual parish Meeting should be held as this had not happened for several years. The clerk was requested to book the hall for the evening of Wednesday 20th April 2022.

PPC 21-22 / 232 - Staffing issues:

Cllr Herbert confirmed that following the advertising of the clerk's post several people had shown interest. The closing date for applications is 18th March 2022. Subject to suitable candidates progressing to interview and a possible appointment the following was proposed:

Proposal - to hold an Extraordinary Council Meeting to confirm an appointment to the post of clerk at 9.00am on 30th March 2022, prior to the commencement of the Planning Committee.

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

PPC 21-22 / 233 - ChALC Double Taxation Survey

Cllr Holes discussed responses to this consultation and agreed to complete and return it to ChALC on behalf of the Council.

PPC 21-22 / 234 – Bridge Green Car Park Contract

Following the presentation by a member of the public as at Minute 21-22 / 226, members reviewed a previously circulated report from Cllr Podmore and the following proposal was agreed as the next steps:

Proposal – That Cllr Franks, along with Cllr Podmore and the Assistant Clerk / Responsible Finance Officer approach both Smart Parking and Parking Eye to go through their respective initial proposals and ask them to formalise their final proposals for discussion at the April parish Council meeting.

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

PPC 21-22 / 235 - Roads, pavements and safety of the public realm:

Prestbury Village Speed Watch group -

Cllr Dicken updated members on current work of the group which included two teams of four residents undertaking weekly speed checks. Currently an average of twenty to thirty vehicles were being registered per session. He also confirmed the positive news that the police had agreed a number of additional radar check points in the village.

Signed

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Highways issues in Prestbury –

Cllr Leather updated members on the recent meeting with Cheshire East Highways. Members retained an interest in possible “data strips” for use to measure lorry numbers through the village and Cllr Franks agreed to speak to “Graham” on possible funding for these.

Cllr Leather also agreed to liaise with the Chairman and send letters of complaint about the previously discussed issues to both Virgin Media (condition of their repair works to highway covers) and senior officers at Cheshire East Council.

To discuss improvements to finger post signage in the parish –

Cllr Jackson agreed to arrange for the finger post on Bonis Hall Lane to be straightened. The clerk was also asked to recirculate the contact used by the Kings School for repair work to the post to be re-sited at Four lane Ends.

To update the situation with regard to the possible subsidence in the car park at the tennis club -

This item was deferred to the April meeting.

PPC 21-22 / 236 - Prestbury Squash Club lease:

Members reviewed a previously circulated report from the Chairman and the item was deferred to the April meeting.

PPC 21-22 / 237 - To discuss potential funding available from the Poynton Area Partnership Group:

Cllr Leather confirmed that she had met a contractor to review and cost options for replacement fencing at Bollin Grove Playing Fields. This to be brought back once prices are known.

PPC 21-22 / 238 – Grant Application St Peter’s Church

Cllr Herbert confirmed that no application had been brought forward. Cllr Dicken confirmed that the “Friends of Prestbury” may consider a contribution.

PPC 21-22 / 239 - Prestbury Railway Station:

Cllr Murphy updated members including confirming that an invoice had been received from Northern Rail for the Impact Assessment Survey Work that had been commissioned. In support of future funding ((Control Period 7 – April 2024 – March 2029) for lifts to be added to the existing bridge. He encouraged all members to write individually to the Department for Transport in support of the council’s application. He agreed to provide members with the contact address and bullet point list of key points to put in the letter.

Cllr Murphy also confirmed that recent improvement works had included new waiting room windows and painting. All excess building materials on site are to be removed by train. He further confirmed that the cabling work to replace the signalling system continues to progress.

Signed

Date

Finally, he made a further request for a volunteer to take forward the “Friends of Prestbury Station” initiative.

PPC 21-22 / 240 - Grounds Maintenance:

Sundial planting bed –

Following a previously circulated report by the Chairman the following was proposed:

Proposal – That Council approves expenditure of up to £2,250.00 on the supply and delivery of plants from Ladybrook Nurseries. This order to include two Rowan trees for use on Bollin grove Playing Fields.

Proposed Cllr Leather. Seconded Cllr Jackson. Six for, one against, one abstention.

Cllrs Jackson & Leather agreed to work together to ensure that the planting work was completed

To consider a proposal for an additional resource to maintain the public realm in Prestbury

It was noted that no further progress had taken place on this issue and that it should not now be progressed.

Litter bin cleaning –

Cllr Franks confirmed that he is continuing to investigate how best to address this issue and will report back.

PPC 21-22 / 241 - Children’s Playground / Playing Field:

Cllr Holes confirmed that this work is now complete and being very well used. Cllr Herbert thanked Cllr Holes for all his hard work in bringing the project to fruition.

Cllr Herbert also brought forward the following proposal:

Proposal: That approval is given for additional funding of £275.00 excluding VAT for Aquatec Ltd to clean the old wetpour playground surfaces

Proposed Cllr Herbert. Seconded Cllr Toole. Seven in favour one abstention.

PPC 21-22 / 242 - Bollin Valley Link Route and footpath repairs:

Members considered a previously circulated report from the Chairman which included the following proposal:

Proposed – That Cllr Franks, in conjunction with Cllr Podmore and the Assistant Clerk / Responsible Finance Officer be authorised to progress the footpath matters with W A P Lawton & sons as preferred bidder, in conjunction with Cheshire East Council. On completion of these negotiations to then make a further proposal with a timescale and final costs for the works. This will then establish the amount that the parish Council can make as a contribution to the Bollin Vally link.

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

Signed

Date

PPC 21-22 / 243 - Events:

Review of possible event support for 2022 including a Summer Fair

Cllr Holes updated members on discussions at a recent Events Committee meeting which included:

The recognition that there are already a number of other events in the village on 5th June 2022. As such a range of options are still to be considered following discussions with local businesses and the owner of “Independent Street”. It was not considered however that doing a large event for the Jubilee celebrations was an option that should be pursued particularly as many contractors and operators are already booked for this date.

Cllr Holes confirmed that the 10th July 2022 was still a proposed date for a Summer Fair and that all events would be agreed at the next Events Committee and then brought back to full council.

The Queen's Platinum Jubilee Beacons 2nd June 2022 update –

Cllr Franks confirmed that he yet to speak to the Prestbury Golf Club on the possible siting of a beacon but confirmed that the cost of purchase was in the region of £500.00

Dealing with national events that require preparations for a local response –
Cllr Franks confirmed that this is in progress but there was nothing further to report.

PPC 21-22 / 244 - Parish Council website and branding:

Cllr Franks will bring this to the April meeting.

PPC 21-22 / 245 – Council IT systems –

Cllr Franks proposed a solution to ensure that the Parish Council data was backed up and protected as follows:

Proposal – That the Parish Council agrees to spend up £2.00 per licence (Microsoft Office 365) per month for a yearly licence with Veem, for the purchase of back up protection for Parish Council data.

Proposed Cllr Franks. Seconded Cllr Holes. All in favour

PPC 21-22 / 246 – Spring Newsletter –

Following a request by Cllr Burns the following was proposed:

Proposal – That approval be given for the advance payment of up to a maximum of £800.00 to The Leaflet Company” for the printing and delivery of the Spring Newsletter.

Proposed Cllr Dicken. Seconded Cllr Murphy. All in favour

PPC 21-22 / 247 - Police Report:

Cllr Dicken updated members that whilst no monthly data had been supplied, that there was now a new PCSO Lisa Gamble who is keen to work with the council. He also confirmed that there is both a new Police Constable & Police Sargeant for wider area.

Signed

Date

PPC 21-22 / 248 - Clerk's report:

Correspondence –

Members reviewed the actions on items of correspondence received and circulated during the month. There were no clarifications required.

Date of next meeting: - To note that the next scheduled meeting is programmed for Wednesday 13th April 2022. Members to note that an Extraordinary Council Meeting is also currently programmed for the morning of 30th March 2022 at 9.00am to confirm the appointment of a new clerk, subject to a successful recruitment process.

The meeting closed at 10.40pm

Signed

Date

Chairman - Prestbury Parish Council