



Prestbury Parish Council

Minutes of the 5th Ordinary Meeting of the 2022-2023 Civic Year.

Date: Wednesday 28th September 2022

Time: 7.30 pm

Venue: The Village Hall, Macclesfield Road, Prestbury

Attendance:

Prestbury Parish Council:

Cllr V Herbert

Cllr A Dicken

Cllr D Franks

Cllr T Jackson

Cllr M Leather

Cllr D Murphy

A Stewart – co-opted to the Council during the meeting.

Members of the public – One member present.

S Davies – Clerk and RFO

The meeting opened at 7:35pm

Note – The chair informed, and all agreed, that the Bridge Green parking contract be moved to the end of the meeting.

PPC 22-23/95 Apologies:

a. Apologies for Absence

Apologies were received from Cllrs L Burns, K Podmore, A Toole, A Thomas and Cheshire East Councillor, P Findlow.

b. Cllr Burns – request for extended leave.

The Council considered a request for further extended leave from Cllr Burns due to ongoing Covid-19 concerns and resolved to grant leave of absence until 30th April 2023.

PPC 22-23/96 To note the resignation of Cllr Jon Hallowell

The chair informed that Jon Hallowell had forwarded his resignation to her and circulated a note received from him. The chair further informed that she had thanked Mr Hallowell and sent him a card. The Council wished Mr Hallowell the best.

Signed

Date: 12th October 2022



Prestbury Parish Council

The chair also informed that Cheshire East had been notified and the vacancy notices displayed. The Council now awaits news from Cheshire East on whether an election is called, or the council can co-opt.

PPC 22-23/97 - Declarations of interest:

None declared.

PPC 22-23/98 – To consider the co-option of Mr Alasdair Stewart onto the Council.

The Council resolved to co-opt Mr Stewart onto the Council to fill the vacancy in Prestbury Ward.

PPC 22-23/99 - Public participation

No public participation.

PPC 22-23/100 Minutes of the Ordinary Meeting held on the 10th August 2022.

The minutes of the meeting held on the 10th August 2022 were approved as an accurate record by those present.

PPC 22-23/101 Committee Minutes: To receive and note the following

- a. **Planning Committee Minutes – 16th Feb 2022, 9th March 2022, 30th March 2022, 20th April 2022, 11th May 2022, 8th June 2022, 21st June 2022, 12th July and 10th August 2022.**

Deferred.

- b. **Finance and General Purposes held on the 18th July 2022.**

Deferred

- c. **Events Committee minutes.**

Deferred.

PPC 22-23/102 Matters Arising: To receive updates from previous actions still ongoing but which currently require no further action or decision and aren't otherwise on the agenda.

It was agreed to defer all matters arising to the meeting of the 12th October 2022.

PPC 22-23/103 – Finance

The Council received the RFO report:



Prestbury Parish Council

a. Bank statements

The Council received and noted an annotated bank statement dated 31st August 2022.

b. Bank reconciliations

The Council received and approved the bank reconciliation 31st August 2022.

c. To note the summary of receipts and payments for the financial year up to 31st August 2022.

The Council received a list of payments and receipts dated 31st August 2022. The total payments made totalled 17,437.91 net, £20,230.02 gross.

d. To receive the budget monitoring report dated 31st August 2022.

The Council received and noted a budget monitoring report dated 31st August 2022.

e. To note the regular payments.

The Council received regular payments made during August 2022:

Supplier	Description	Net £	VAT £	Total £
Smarty	Mobile 1	4.50		4.50
Smarty	Mobile 2	4.52		4.52
Zen	Cloud storage	5.99	2.20	7.19
Armadillo	Storage	152.00	30.40	182.40
British Gas	Car Park Electricity	21.12	1.05	22.17
HSBC	Bank charges	8.00		8.00
Microsoft	Office 365	32.40	6.48	38.88
Microsoft	Office 365	113.00	22.60	135.60

f. To note the Council's insurance is due on the 1st October 2022 and that the Council is on the third year of a three-year contract via Hi-Sox.

It was noted and retrospectively agreed that the Clerk, in conjunction with the chair and vice-chair, had processed the renewal due to the deferment of the scheduled September meeting to the 28th.

It was agreed that quotes should be sought prior to the next renewal in October 2023 to include some alternatives to Gallagher as a broker for comparison.

g. Payments for approval in September 2022

The Council approved the following payments to be made by BACS:

Retrospective approval due to the deferred Council meeting:

Supplier	Description	Net £	VAT £	Total £
Gallagher Ins.	Insurance renewal	1501.11		1501.11
Stenhouse	Repair at Bollin Park	110.00		110.00

Signed
Date: 12th October 2022



Prestbury Parish Council

Payroll Clerk	Pay for Aug 22	-	-
Payroll HMRC	August 22 HMRC	-	-
NEST	August pension	-	-

Payments still to be made:

Supplier	Description	Net £	VAT £	Total £
Shire	Payroll service Q1	116.00	23.20	139.20
Prestbury VH	Hall hire	297.00		297.00
ROSPA Play Safety	Inspection check list	30.00	6.00	36.00
ROSPA Play Safety	Inspection	240.00	48.00	288.00
Higgins	Defib testing 2/8/22	55.00	11.00	66.00
Higgins	Defib testing 12/8/22	55.00	11.00	66.00
Higgins	Defib testing 26/8/22	55.00	11.00	66.00

Total = £4373.68 (doesn't include direct debit regular payments)

h. To note the income received.

To note that the second precept payment of £40,807.50 has been received on the 6th September 2022.

i. Unity Account.

To note the Clerk is still progressing this and the application has been started.

PPC 22-23/104 External Audit 2021-2022

The Council received the audited accounts from PKF Littlejohn LLP.

The audit has a qualification around the issue that the external audit report for 2020-2021 was not posted by the 30th September 2021 due to failure of the external auditor to complete the audit on time. The Council acknowledged this by ticking 'no' to assertion 4 on the AGAR. The qualification received is for not ticking 'no' to assertion 3 and that it was incorrect to tick 'no' to assertion 4.

The Council wishes to have it minuted that, whilst the comment is noted for the future, that the qualification seems unfair when the cause of the issue arising was the lateness by PKF Littlejohn to complete the 2020-2021 audit in a timely manner and the Council had acknowledged the late posting as a result.

The further comments were noted based on the internal audit and control objectives B and D. The Council has already taken action to address these issues.



Prestbury Parish Council

PPC 22-23/105 Royal British Legion, Prestbury

a. To receive the notes of a meeting held on the 14th September 2022.

The Council received and noted the minutes of the meeting held on the 14th September 2022.

b. To agree any actions as a result of the meeting and the issues raised.

- That in relation to the planting of a tree to mark the HM platinum year or the death of HRH Queen Elizabeth the second, a small task group be set up to work with the RBL. It was agreed that the task group consist of Cllrs Stewart, Jackson and Dicken along with the Clerk. The remit of the task group was agreed to be to explore ideas and bring back a report with recommendations to Council. The Clerk was asked to contact the RBL to arrange a meeting.
- That in relation to the provision of an alternative and accessible War Memorial or similar, that the same task group identified above should work with the RBL to explore ideas and bring back a report with recommendations to the Council.
- It was noted that the RBL have identified that they are not allowed to spend monies on sports equipment. It was noted that grants may be available for this and Cllr Jackson agreed to investigate and report back.

PPC 22-23/106 Committee Changes

a. To review and approve the amended Terms of Reference for the Finance and General Purposes Committee.

The Council resolved to approve the revised terms of reference for the F&GP committee.

b. To review and approve the amended Terms of Reference for the Planning Committee.

The Council resolved to approve the revised terms of reference for the planning committee.

c. To approve the addition of Cllr Herbert as a full member of the committee rather than being a substitute member.

The Council approved the addition of Cllr Herbert as a full member of the committee rather than being a substitute member. No further changes were made to the committee membership.

d. To approve the revised meeting schedule for the planning committee with a move to monthly meetings on the 1st Monday of the month at 9:30am.

The revised meeting schedule was approved as the 1st Monday of the month with the exception of the October meeting which will be held on the morning of Friday, 7th October 2022.



Prestbury Parish Council

PPC 22-23/107 Roads, Pavements and Safety of the Public Realm

a. Police Report and Village Speed Watch Group:

- The Council received three quotes for two replacement battery operated SIDS and resolved to authorise the expenditure for the purchase from TWM at a gross total cost of £7849.08. Although not the cheapest quote, it was agreed the TWM equipment has the benefit of being recommended by Cheshire East, from a local supplier and being compatible with existing equipment. One of the cheaper quotes was for inferior, less robust equipment. It was further agreed that the funding should be taken from general reserves.
- Cllr Dicken reported that the speedwatch group have been looking at signage.
- The Council received a police report from Cllr Dicken. It was agreed that the Council should write persistently and frequently to Cheshire East Highways to ask about speed calming measures. Twenty limits were also discussed.

PPC 22-23/108 Bollin Grove Playground and ROSPA Inspection

a. To note that the Clerk, in consultation with the chair, authorised a repair to a piece of equipment because it was considered a health and safety issue.

Cllr Herbert informed the Council of the emergency repair that had been required.

b. To resolve to agree that Stenhouse Joinery be approved as a Council approved supplier for urgent playground repairs up to £500 per repair until May 2023.

It was noted how promptly Stenhouse Joinery had reaction to the Parish Council request. The council resolved that Stenhouse Joinery be approved as a supplier for any urgent playground repairs up to £500 per repair until May 2023.

c. To receive the ROSPA Inspection dated September 2022 and to agree any actions required.

The Council noted the ROSPA inspection dated September 2022.

The wet pore is separating between new and old and a quote will be sought from the installers of the new surface to repair this.

It was noted that the safety of the overhanging branches needs establishing.

d. To agree a procedure for the routine checks of Bollin Grove Playground, including formal logging required.

Advice on the nature of Council inspections of the playground has been sought:

Weekly inspections should occur to check for obvious hazards such as broken glass and leaf litter.

A more thorough monthly inspection should also take place monthly. ROSPA Play Safety have produced a checklist for Council use.



Prestbury Parish Council

Cllrs Herbert agreed to lead on ensuring the checks are completed and logged. Cllr Franks agreed that he would assist Cllr Herbert.

PPC 22-23/109 Mapping Software: To consider and agree to the Council subscribing to Parish Online Mapping Software at a cost of £180 per annum,

After consideration of the information circulated with the agenda, the Council resolved to approve the subscription to Parish Online at £180.00 per annum. It was agreed that, in the first instance, only Cllrs Dicken, Franks and the Clerk are given editor rights with other councillors given view only rights.

PPC 22-23/110 Airport: To consider and agree any actions that the Parish Council can take in light of resident complaints regarding noise.

Cllr Leather outlined the issues around noise from aircraft due to seemingly more aircraft approaching to and from the south approach. The following actions were agreed:

- It was agreed to complain as a body regarding to the airport. (Cllrs Herbert, Murphy and Leather to work with the clerk)
- It was agreed to put information onto the website and social media to inform and assist residents.
- It was noted that there is a forthcoming meeting arranged by the airport for stakeholders on the 21st October to which chair (or nominee) and clerk have been invited. It was agreed that Cllrs Leather and the Clerk should attend this.

PPC 22-23/111 Chair and Member Reports – Information only.

- The chair updated the council regarding the London Bridge arrangements which had been put into place.
- Cllr Murphy updated regarding the station. The Amazon lockers at the railway station were raised. The Clerk and Cllr Murphy will work together to draft a letter to express disappointment at not being consulted.
- Cllr Leather raised about a fix-my- street report on Ashmores Road.
- It was noted that the hedge needs cutting on Chelford Road and the Clerk agreed to write to Prestbury Golf Club to request this.

PPC 22-23/112 Clerk's Report

The Clerk's report was received and correspondence noted:

- Police and Crime Commissioner Survey
- ChALC AGM
- ChALC Training Schedule.



Prestbury Parish Council

PPC 22-23/113 To note the date of the next meeting is Wednesday 12th October 2022, 7:30pm.

PPC 22-23/114 It was resolved that the following item will be held off camera with members of the press and public excluded:

PPC 22-23/115 Bridge Green carpark Contract – to consider and approve or otherwise the revised contract.

Due to some discrepancies and doubt noted in the contract, it was agreed to defer this item to allow past minutes to be checked and details of the contract to be verified.

Meeting closed at 21:35pm

DRAFT