

AUDLEY RURAL PARISH COUNCIL

MINUTES OF THE **ANNUAL STATUTORY MEETING** of the Parish Council held at Wood Lane Community Centre, Apedale Road on Thursday 17th May 2018 at 7pm

Present: Chairman: Cllr B Proctor

Councillors: Mrs V Pearson, Mr R Kinnersley, Mr N Hayes, Mrs C Richardson, Mr J Joynson, Mrs N Mayor, Mrs A Borowski, Mr D Jervis, Revd J Taylor, Mr M Whitmore, Mr M Dolman, Mr C Cooper, Mr D Butler, pupil from Sir Thomas Boughey High School
Clerk – Mrs C. Withington

There was 3 members of public present for part of the meeting

1.	To nominate and elect Chair (and signing of Declaration of Office) and election of Vice Chair RESOLVED that Cllr Proctor be elected as the Chair. It was also RESOLVED to appoint Revd J Taylor.	
2.	To receive apologies – Mr R Garlick This was noted.	
3.	To agree dispensation for Mr Garlick for the Acceptance of Office form due to annual leave (returning 19th May) RESOLVED to allow dispensation to the next meeting.	Next agenda
4.	To note the Annual Parish Council meeting and consider approving and signing the minutes of Full Parish Council meeting on 19 th April 2018 RESOLVED to note the Annual Parish council meeting minutes and to approve and sign the Full Parish Council minutes as a true and accurate record.	
5.	Declaration of Disclosable Pecuniary interest in any item on the agenda (Note member should notify Monitoring officer within 28 days if not already) Cllr Proctor and Mr Jervis declared an interest in item 7.1.	
6.	Public Participation: The Chair welcomed a member of Sir Thomas Boughey High School to the table, who had attended to represent the school. The young lady was welcomed and was considered to be a great addition to the Parish Council. No additional items were raised other than participating in the planning application in relation to the Halmer End Institute.	
7.	Planning - To consider any planning applications received, including:- Cllr Proctor and Mr Jervis left the room at this point for the first item. Revd Taylor took the chair for this item only. 1. 18/00354/FUL Alterations to roof to provide first floor accommodation and ground floor rear extension Rye Hills Farm Rye Hills Newcastle Staffordshire ST7 8LP – Delegated/Green Belt RESOLVED to support this application which would see it increased upwards but not exceed the existing footprint. Cllr Proctor and Mr Jervis returned to the meeting. Cllr Proctor took the Chair. 1. To Fell two lime tree's and remove lowest limbs of third lime tree: Trees on plan: 1817&1818 to fell and 1816 to prune St James Church Church Street Audley Newcastle Under Lyme Staffordshire ST7 8DE Ref. No: 18/00356/TCA (Village env/Delegated/Conservation area) RESOLVED to support this application, but to request that any tree removed is replaced with a native species appropriate for a church. 2. New agricultural building to replace existing Acres View Bignall End Road Bignall End Stoke On Trent Staffordshire ST7 8LU Ref. No: 18/00231/FUL (Delegated/Green Belt) RESOLVED to support this application. 3. Proposed menage and stables (resubmission of 17/00750/FUL) Stone Quarry Barn High Street Alsagers Bank Newcastle Under Lyme Staffordshire ST7 8BQ Ref. No: 18/00330/FUL (Delegated/Green Belt/Village Env) Previously supported subject to personal use only RESOLVED to support this for personal use, not commercial use. 4. Proposed demolition of existing Working Mens Club and the	

	<p>development of 7 new dwelling houses. Former Halmerend And District Working Mens Club Co Operative Lane Newcastle Under Lyme Staffordshire ST7 8BL Ref. No: 18/00329/FUL (Delegated/Village Env/Green Belt?/Section 106 Open Space cont)</p> <p>It was noted that the member of public objecting to the layout and current design, due to overlooking by the 4 new properties, loss of light and the distance between the properties and her property being less than the required 21 meters.</p> <p>RESOLVED to support the principle of development on the brownfield site, subject to the Highways department's recommendations being taken into consideration and the layout/design amended to comply. It was suggested that there may be a mine shaft (unregistered) under the site, which should be explored. Noted that the current scheme would seem to be overdevelopment. There were also comments that the sewage should connect down Co-operative Lane to the High Street. Any Section 106 open space contribution should be attributed to Halmer End (Harrison Close) play area.</p> <p>5. Tree removal Bulls Head House 7 Nantwich Road Audley Stoke On Trent Staffordshire ST7 8DH Ref. No: 18/00333/TCA (Conservation Area/Delegated)</p> <p>RESOLVED to support this but to ask that it is replaced with a native species within the borough, if not at that address.</p> <p>6. Single storey rear extension 3A Butters Green Bignall Hill Newcastle Under Lyme Staffordshire ST7 8QN Ref. No: 18/00298/FUL (Delegated/Green Belt)</p> <p>RESOLVED to support this application.</p> <p>FOR INFO ONLY Application for approval of external facing materials to be used in construction as required by condition 03 of planning permission reference 17/00573/FUL for The building of a single residential unit on the footprint of a pig sty and existing storage barns Wall Farm House 99 Nantwich Road Audley Stoke On Trent Staffordshire ST7 8DL Ref. No: 17/00573/CN03 - this was noted.</p>	
8.	<p>To consider resolving that the Parish Council is eligible to use General Power of Competence - Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012 (CILCA/CEG and 2/3rds Elected)</p> <p>RESOLVED to that the Parish Council is eligible to use General Power of Competence.</p>	
9.	<p>To review the Financial regulations and adopted the revised Model Standing Orders- Appendix A</p> <p>RESOLVED that the Financial Regulations are reviewed in their current form.</p> <p>RESOLVED to await the outcome of the DPO appointment to see if the model standing orders are still relevant.</p>	Clerk Next agenda
10.	<p>To nominate representatives for the following, and any others as agreed:</p> <p>RESOLVED to appoint the following:</p> <p>Audley Millennium Green Trust – Mr Whitmore</p> <p>Audley LAP – Mr Joynson, Cllr Proctor, Mr Kinnersley (NS SPCA rep)</p> <p>Police liaison Sub group – Mr Dolman, Mr Whitmore, Cllr Proctor</p> <p>Noted that an additional PC would be brought into the Parish to support the team, and a new PCSO would be replacing PCSO Crank.</p> <p>Allotments Sub Group Committee – Mr Butler, Mr Cooper, Mr N Hayes to be appointed for the plot inspections at Halmer End.</p>	Clerk DB CC NH Clerk
11.	<p>Audit of the Accounts year ending March 18 – Appendix B</p> <p>1. To note the outcome of the internal audit and approve the bank reconciliation statement – RESOLVED to note and accept this.</p> <p>2. To consider the Assertions, and approving Section 1 of the Annual return</p> <p>The Clerk read through Section 1 of the Annual Governance and Accountability Return for the year ending March 2018. It was RESOLVED to sign and accept Section 1.</p> <p>3. To consider signing and approving section 2 of the Annual return</p>	Clerk

	The Clerk read through Section 2 of the Annual Governance and Accountability Return for the year ending March 2018. It was RESOLVED to sign and accept Section 2.	
12.	GDPR – to receive an update on DPO, to review the Actions List, nominate a lead councillor and consider requesting training (Appendix C) The action list and update on the latest position regarding the appointment of a DPO was noted. It was RESOLVED to continue with the appointment of Staffs County Council for the Tier 2 service, if not for a DPO then for an advisory service for the first year. RESOLVED that Revd Taylor will be the lead councillor for GDPR. The Clerk was to ask SPCA if training could be provided locally for the Council.	Clerk
13.	Review of policies – H&S, Media, Equal Opportunities and to adopt a revised Complaints policy – see attached Appendix D RESOLVED to accept the policies in their current form. RESOLVED to adopt the revised Complaints and Compliments Policy.	Clerk
14.	Playing Fields/Wildlife Areas inc: <ul style="list-style-type: none"> To note Play Area Monthly Inspection for May and approval of any action required or taken under Delegated Authority including replacement life belt and safety fencing at Leddys Field <p>Cllr Proctor reported broken glass at Alsager Road. Clerk to ask Mr Hough to inspect as soon as possible. Broken glass and litter had been reported to Cllr Beech in relation to Queen Street. The Millennium Green Trust have been informed of the fires on their site. It was noted that the damage to the lifebelts at Leddys Field will cost in the region of £135. It was agreed that we will observe the situation regarding the pool in the future. In the meantime the Clerk will seek formal advice from NALC regarding the need for lifebelts, if a sign is installed to say No Swimming. A quote had been approved for the replacement fencing panel at Bignall End Road for £85.</p> <ul style="list-style-type: none"> Further update re Halmer End play equipment tendering exercise and updated programme <p>The Clerk updated the meeting to say the tenders had now been issued. The evaluation is expected early June with a contractor appointed to start early July.</p>	Clerk Next agenda Clerk
15.	To consider a quote to trim the grass around the Allotments site at Audley Due to the H&S issues, the Clerk and Chair had used Delegated authority to carry out the work. This cost £120 to trim the grass on the communal hauling ways and entrance.	
16.	Standing item - CCTV The Clerk was asked to ask for the camera to be repositioned by Old Road/New Road. Additionally to install a guard.	Clerk
17.	To further consider a bid to Community Paths Initiative 2018/19 (deadline 31st May) FP 30 gateway hard core It was agreed to progress a bid for £260 for FP30 gateway.	Clerk
18.	To consider requesting the Secretary of State to apply a direction to progress the S53 application 013548DW in relation to the footpath at Stephens Way to Footpath 31 (currently estimated at 27 years) RESOLVED to pursue this.	Clerk
19.	Standing item - Bignall End Road Flooding – update on Stage 2 complaint if received It was noted that the Stage 2 complaint was still outstanding. The Clerk was asked to arrange a site visit with Cllr Proctor, Mr Garlick and Mr Cooper to discuss the origins of the flooding.	Clerk
20.	Albert Street play area thinning of the boundary, and to consider a quote – Mr M Whitmore It was noted that there are 4 blocks of trees planted around the boundary. The small block by the cemetery is under powerlines, and has been reported to Western Power. Mr Whitmore also reported that some trees are diseased or need pruning. It was agreed that the Clerk should ask Tim James to do a tree report and to include Alsager Road. Mr Whitmore to join Mr James if needed and also to	Clerk Clerk MW Clerk

	view the other sites. Clerk to send a list of play areas. Mr Hough to be asked to cut the hedge at Albert Street.	Next agenda
21.	<p>Correspondence and circulars -To review other items received and consider for next agenda</p> <p>Invitation to the Chair to attend Mayors Annual Civic reception – noted. Request from Aspire for participants to join in with the Audley Clean Up Day 12th September 2018 – noted, Clerk to send over details to Peter Shore. National Rural Crime Network Survey - Sunday 10 June 2018 available at http://www.nationalruralcrimenetwork.net/ - noted all to complete.</p>	<p>Clerk</p> <p>ALL</p>
22.	<p>To consider the quote to install the bunting in June (and removal)</p> <p>RESOLVED to approve a quote of up to £500 for installation and removal. Noted that any additional visits will be at additional cost.</p>	
23.	<p>To receive an update from Audley LAP and Police / Parish Liaison Committee – Cllr Proctor</p> <p>Cllr Proctor reported that the young persons cinema club is a hit with up to 15 kids attending on a Friday night, and that the LAP should be commended. Unfortunately the older persons cinema has tapered off. Cllr Proctor encouraged all to attend the dementia training. Cllr Proctor reported that the LAP had funded 10 x litter pickers for each of the 4 parish schools. STBH are also providing the Christmas lunch again for this year. PCSO Carter attended the Police liaison meeting. There were no members of the public. It was noted that PCSO Crank will move to another post and be replaced by an experienced PCSO. PC Moore will also have the support of another PC.</p>	ALL
24.	<p>Setting up Parish Transport / Traffic sub group involving Aspire – Cllr Proctor</p> <p>It was agreed that a working group will be set up to develop parish projects in relation to traffic issues. This will engage members of the public for particular projects. In particular Aspire have a number of sites which may be suitable for off road parking. RESOLVED that Rev Taylor, Mr Whitmore, Mrs Mayer, Mr Joynson, Mr Cooper, Mr Butler and Mr Hayes will meet to take this forward at the Halmer End Institute. Date to be agreed by all and the first item will be to elect a chair for future meetings.</p>	Clerk
25.	<p>Audley Parish speed watch groups – Cllr Proctor</p> <p>The Parish Transport/Traffic sub group will look at this. Clerk to send the forms to all.</p>	Clerk As above
26.	<p>To note the meeting with the Chair and Clerk with the Allotments Association at Audley and the current situation</p> <p>A meeting has been set up on Saturday 19th May at 11 am to meet the new Chair and Secretary of the Association and also understand the bigger picture going forward. Due to H&S the Clerk has consulted with the Chair to ask Aardwolf to spray Japanese Knotweed on the site.</p>	Clerk
27.	<p>Clerks Update – (Appendix E)</p> <p>Mr Garlick is to clarify which BT pole is the one that needs to be reported to Highways on Bignall End Road. The Clerk has reported the dangerous exposed railings at Eardley End Road to Highways but was asked to re log it due to the severity of the issue and the risk of it killing someone if a vehicle hits them at the fork with the closed road.</p>	<p>RG Clerk</p> <p>Clerk</p>
28.	<p>Councillor Reports (for information only/further actions and decisions must be included on next agenda)</p> <p>Mr Kinnersley reported off road bikes riding around the village with no helmets. The police are aware and have their address and will be removing the bikes. Mrs Richardson reported an unsightly fence in the conservation area at Nantwich Road. Clerk to report this once the number is confirmed. It was also noted that 2 vehicles are parked on the bus stop on Vernon Avenue and should be reported to 101. Mr Joynson reported a skip off High Street by Podmore Terrace, which is attracting rats. Rev Taylor agreed to look at this issue as well. Mr Joynson noted that a number of bins are due to be removed following the street scene review.</p>	<p>CR Clerk</p> <p>Clerk JT</p>

	<p>Cllr Proctor stated this may be overturned.</p> <p>Mrs Mayor noted that the lollipop lady on Church Street has had several near misses with vehicles. It was suggested that she reports these to 101.</p> <p>Mr Hough to be asked to take a look at the seats at the rear of St James Church in the memorial garden and to make them safe. It was agreed to also include this on the next agenda.</p> <p>Mr Whitmore reported the bins burnt out on the Millennium Green, which have been reported. Clerk to ask PC Moore to obtain CCTV footage.</p> <p>It was agreed to include other Parish venues for the meetings on the next agenda.</p>	<p>Clerk</p> <p>Next agenda</p> <p>Clerk</p> <p>Next agenda</p>
29.	<p>To approve the schedule of payments (Appendix F)</p> <p>RESOLVED that this be approved.</p> <p>To note and approve the revised pay scales review – previously circulated</p> <p>RESOLVED that this be noted.</p> <p>To approve the Chairs Allowance Section 115 LGA 1972 (last year £1000)</p> <p>Cllr Proctor left the meeting for this item. RESOLVED to approve the allowance for 18/19 for £1200.</p>	
30.	<p>TO RESOLVE UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS ACT) TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE MEETING TO BE DISCUSSED:</p> <ul style="list-style-type: none"> • Car Park leases – Butchers Arms and Methodist Church <p>Cllr Proctor has revisited the work required to the wall of the car park and agreed a new specification with the Borough Council. The Clerk is to obtain quotes for the next meeting. The Church lease has been drafted and issued to the Methodist Church for signing.</p> <ul style="list-style-type: none"> • To consider quotes in relation to the Butchers Arms car park and revised specification <p>As above.</p> <ul style="list-style-type: none"> • Scot Hay Land – latest position and legal advice, valuation of land <p>The valuation has been received for different scenarios. Rev Taylor and Cllr Proctor to approach the garage occupant and report back.</p>	<p>Clerk</p> <p>JT BP</p>

Meeting closed at 9.00pm

Approved Payments schedule – May 2018

Chq/Bacs	TO WHOM PAID	DETAILS	TOTAL INVOICE INC VAT
bacs 11	Chris Heelis	Internal Audit fee 18/19	87.50
bacs 12	D&G Bus Services	April - Bus subsidy	2118.03
bacs 13	Mrs C Withington	Salary May	1500.93
bacs 14	Mrs C Withington	Expenses May inc post 1.75 on 23.03	116.55
bacs 15	Staffordshire Pension scheme	Pension May	573.11
bacs 16	H M Revenues and Customs	Tax and NI May	532.52
bacs 17	Mrs C Withington	Norton Online Backup renewal	69.99
bacs 18	PME Maintenance	CCTV install (new camera old road)	108.00
bacs 19	Steve Hough	AM Grass x 2, Mgarden, H/End, Abank, Triangle Alsager Rd, Noticebrd Miles Green, Wynbank Close, 60 seats, Paths Leddys, 2 x Cenotaphs, Alsager Rd new equip, Inspection report	1812.00
bacs 20	Steve Hough	ON 72 CCTV sign	25.00
bacs 21	Steve Hough	ON 73 Pigeon waste scot hay, roundabout A/Bank, fence Alsager Road	555.00
bacs 22	Steve Hough	ON 70 Bin Leddys Field	155.00
bacs 23	Wood Lane CC	Newsletter insert	12.00
bacs 24	Wicksteed	Parts for play areas	231.49
bacs 25	Rory mack	Valuation for land scot hay	270.00
bacs 25		Monthly Total	8167.12