



**CHURCH  
LAWTON**  
Parish Council

**MINUTES OF THE COUNCIL MEETING HELD ON  
WEDNESDAY 28<sup>th</sup> JANUARY 2020 AT CHURCH LAWTON MEMORIAL HALL**

**Present: Cllr R Young (Chair); Cllr N Harper (Vice-chair)  
Cllrs: L Mackinnon; Cllr Mitchell; Cllr Armstrong  
Cheshire East Councillor Liz Wardlaw  
Mr M Hicks – co-opted during the meeting**

**The meeting started at 7:30pm**

**19-20/115 APOLOGIES FOR ABSENCE**

None received.

**19-20/116 PUBLIC PARTICIPATION**

None

**19-20/117 TO RECEIVE ANY DECLARATION OF INTERESTS REGARDING AGENDA ITEMS**

None

**19-20/118 TO APPROVE THE MINUTES OF THE MEETING HELD ON WEDNESDAY 11<sup>TH</sup> DECEMBER 2019**

**Resolved:** The minutes of the meeting of Wednesday 11<sup>th</sup> December 2019 were approved as a correct record by all present.

**19-20/119 TO NOTE PROGRESS IN FILLING THE VACANCIES ON THE PARISH COUNCIL AND TO HAVE THE OPPORTUNITY TO ASK QUESTIONS OF ANY PROSPECTIVE CANDIDATES PRESENT.**

Mr Matt Hicks, who is interested in joining the Parish Council, introduced himself. The Council were given opportunity to ask questions.

*The chair agreed to alter the order of business to bring item 17, the co-option, forward.*

**19-20/120 TO RESOLVE TO CO-OPT MR HICKS ONTO THE PARISH COUNCIL**

The council resolved to co-opt Mr Matt Hicks onto the Parish Council. Mr Hicks signed the acceptance of office forms, witnessed by the Clerk

**19-20/121 TO DISCUSS MATTERS ARISING FROM THE LAST MEETING OF 18<sup>TH</sup> SEPTEMBER 2019 NOT COVERED ELSEWHERE ON THE AGENDA**

**19-20/121/1 NEWSLETTER**

The clerk is progressing the newsletter. Councillors were reminded to submit their piece about themselves.

*Action: The Clerk to progress.*

**19-20/121/2 NOTICEBOARD REPLACEMENT AND QUOTES FOR INSTALLATION**

The noticeboards are currently at Cllr Fernihough's farm for temporary storage. The Clerk is still awaiting a response from Cheshire East Highways to ascertain whether the installation could be done under the community program. Cllr Wardlaw agreed to pursue this. The clerk agreed to start pursuing quotes.

**19-20/121/3 FLYPOSTING ISSUES – AN UPDATE**

It was noted that the commercial flyposting is creeping back. The Clerk agreed to contact the businesses concerned.

**19-20/121/4 PROJECTOR PROVISION – TO CONSIDER QUOTES**

The clerk has been pursuing prices and advice.

**19-20/121/5 MEETING WITH THE CANAL AND RIVER TRUST**

Deferred

**19-20/121/6 BARROWS WORKING PARTY**

A Barrows working party meeting has been arranged for the 25<sup>th</sup> February 2020. Cllr Hicks expressed an interest in joining this working party.

**19-20/121/7 COMMUNITY GROUP MEETING**

Cllr Harper agreed to arrange this meeting.

**19-20/121/8 COMMUNITY GOVERNANCE REVIEW RESPONSE**

The Clerk reported that a response is ready to be submitted.

**19-20/122 TO RECEIVE CHESHIRE EAST MATTERS FROM CLLR LIZ WARDLAW**

- The Alsager Care Home has now been boxed off to address safety issues.
- Cllr Wardlaw informed of Alsager Town Council plans to improve the bridge coming from Wood Park which lies on the border with Church Lawton. The clerk agreed to contact Alsager Town Council for more information.
- The Cheshire East budget is going to the Cabinet and then Council over the next couple of weeks.

**19-20/123 FINANCE**

**19-20/123/1 TO NOTE RECEIPTS SINCE THE MEETING OF THE 11<sup>TH</sup> DECEMBER MEETING (APPENDIX 1)**

The receipts were noted by the Council.

**19-20/123/2 TO RESOLVE TO APPROVE PAYMENTS REQUIRED SINCE THE MEETING OF THE 11<sup>TH</sup> DECEMBER 2019 (SEE APPENDIX 1)**

The payments were noted and approved.

**19-20/123/3 TO RECEIVE AN UPDATED 2019/20 BUDGET AGAINST EXPENDITURE AND BANK RECONCILIATION DATED MAY 2019 AND TO RESOLVE TO AGREE ANY VIREMENTS**

Deferred.

**19-20/124 POLICIES: TO REVIEW AND RESOLVE TO APPROVE (SUBJECT TO AGREED CHANGES) - THE COUNCIL'S RISK ASSESSMENT POLICY.**

The Risk Assessment was discussed. It was agreed that Councillors consider the register and forward comments to the Clerk such that a revised risk assessment document can be brought to the next meeting.

**19-20/125 CLERK VACANCY: TO RECEIVE AN UPDATE AND TO RESOLVE TO APPROVE THE DRAFT JOB DESCRIPTION AND ADVERTISEMENT.**

The draft job description and advert were approved with a closing date of the 22<sup>nd</sup> February. The February meeting would have a resolution to decide an interviewing panel. The Clerk recommended that a small staffing committee be set up going forward to manage the Clerk. A term of reference would be required to describe the delegation.

**19-20/126 LAWTON MEMORIAL HALL – TO RECEIVE AN UPDATE ON THE LAWTON MEMORIAL HALL COMMITTEE MEETINGS HELD SINCE THE COUNCIL MEETING OF THE 11<sup>TH</sup> DECEMBER 2019. TO NOTE THE DATE OF THE NEXT MEETING**

Cllr Harper provided an update from the Memorial Hall Committee. Issues raised were:

- The light in the bus-stop outside the hall on the A50 was reported to still be not working.
- The year invoice for hall hire is being prepared.
- The Burns night has sold out.
- There is a quiz night on the 21st March. Cllr Harper suggested a Parish Council team.
- The open day attended by Cllrs Harper, Mitchell and Armstrong was a success.
- The next meeting will be on the 5<sup>th</sup> March 2020.

**19-20/127 POLICE MATTERS**

**19-20/127/1 TO RECEIVE DECEMBER'S BEAT REPORTS**

The Clerk reported that December's beat Report has not been received. Cllr Armstrong informed that there temporarily isn't currently a PCSO.

**19-20/127/2 TO RECEIVE FEEDBACK FROM THE CLUSTER MEETINGS AND TO NOTE THE DATE OF THE NEXT MEETING**

It was noted from the cluster meeting that speeding was again raised. The reported problem of taxis around the school was raised.

Cllr Armstrong noted that the Speedwatch group has been progressed.

### **19-20/128 TO DISCUSS A LITTER PICKING EVENT**

It was agreed that a date be set in early March for a litter pick. It was noted that there is the potential to have two events on different Sundays in different locations. Councillors were asked to contact the Clerk regarding availabilities, but the 8<sup>th</sup> March was provisionally suggested.

### **19-20/129 HIGHWAYS MATTERS – TO NOTE ANY ISSUES FROM MEMBERS AND ACTIONS REQUIRED**

Cllr Wardlaw noted that there is a forthcoming area Highways Group Meeting in April. Cllr Wardlaw asked for issues to be raised with her.

Cllr Mitchell mentioned Cherry Lane where a blind corner had a badly damaged verge. Cllr Hicks supported this as a problem.

Cllr Harper raised that crossing Red Bull Lights from Kidsgrove towards Lawton Lights is a problem due to the black and white marking being missing.

### **19-20/130 PLANNING**

#### **19-20/130/1 TO RECEIVE AND CONSIDER NEW PLANNING APPLICATIONS SINCE THE MEETING OF THE 12<sup>TH</sup> DECEMBER 2019**

19/5759C Plot 1, Cherry Lane, Church Lane Redesign of plot 1, house approved under planning application reference 18/3577C. Comments deadline date: 19th January 2020

It was **resolved** that the Parish Council has no comment to make.

20/0074C 1, Rectory Croft, Church Lawton, ST7 3FE Construction of single-storey outbuilding/car port. Comments deadline date: 6th February 2020

It was **resolved** that the Parish Council has no comment to make unless neighbours objected on any material grounds, in which case the Clerk was delegated the authority to write a supportive response.

#### **19-20/130/2 TO NOTE THAT REVISED PLANS HAVE BEEN SUBMITTED FOR ALSAGER CARE HOME**

The Council noted that revised plans and that the Committee date is now early March 2020.

#### **19-20/130/3 UPDATE ON OUTSTANDING PLANNING APPLICATIONS**

The outstanding applications (awaiting a decision by Cheshire East) were noted. In particular, the Alsager Court Care Home application due date at committee was noted.

### **19-20/131 TRAINING/MEETINGS ATTENDED NOT REPORTED ELSEWHERE**

It was noted that a planning course would be very useful.

### **19-20/132 CORRESPONDENCE RECEIVED**

Correspondence received was noted as follows:

- The Memorial Hall have written to inform that the charges will be increased to £16.50 per hour in the next financial year.
- There has been grant applications from both the Church and the Memorial Hall.

**19-20/133 MEMBERS MATTER**

Cllr Mitchell asked about the defibrillators. The Clerk informed that the new pads have arrived.

**19-20/134 FUTURE AGENDA ITEMS**

Environmental Policy

Wild Flower Patches in the Parish

Speedwatch (with the PCSO)

Highways meeting

*The meeting concluded at 21:20*

**To agree Date of the Next Meeting: 19<sup>th</sup> February 2020**

**Church Lawton Parish Council  
PAYMENTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
52 Clerk - working from home a	25/01/2020		NATWEST Current Acc	19/20/52	Clerk wfha	Clerk - Sue Davies	E	17.33	0.00	17.33
54 Clerk Salary	25/01/2020		NATWEST Current Acc	19/20/52	Clerk Salary	Clerk - Sue Davies	E	523.10	0.00	523.10
51 IT Software	28/01/2020		NATWEST Current Acc	19/20/51	Annual fee for Scribe Accountin	Scribe (Starboard Systems Li	S	257.00	51.40	308.40
53 HMRC - Clerk tax	28/01/2020		NATWEST Current Acc	19/20/53	Clerk HMRC January	HMRC	X	3.40	0.00	3.40
50 Payroll Costs	28/01/2020	N/A	NATWEST Current Acc	19/20/50	Payroll 4th Quarter charge	Shire Pay Services	Z	33.00	0.00	33.00
<b>Total</b>								<b>833.83</b>	<b>51.40</b>	<b>885.23</b>

**Church Lawton Parish Council  
RECEIPTS LIST**

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
13 Bank Interest	31/12/2019		NATWEST Reserve Ao	R/19/20/13	Bank Interest	NatWest Bank	X	1.05	0.00	1.05
<b>Total</b>								<b>1.05</b>	<b>0.00</b>	<b>1.05</b>