



**CHURCH
LAWTON**
Parish Council

**MINUTES OF THE COUNCIL MEETING HELD ON
WEDNESDAY 17th FEBRUARY 2021, 7:30pm, USING ZOOM**

Present:

Cllrs: G Mitchell (chair); N Harper; L Mackinnon; A Woodhead-Coates*; A Armstrong

Cllr E Wardlaw – Cheshire East Councillor

Clerk: Sue Davies

The meeting started at 7:30pm

It was noted that the meeting was not quorate and that decisions could not be made unless another councillor join the meeting.

20-21/103 To Receive apologies for absence

None

20-21/104 Public participation.

No public present.

The chairman informed that he was bringing agenda item 10, 'To receive Matters from the Cheshire East representative present' to the next item.

20-21/105 To receive Matters from the Cheshire East representative present.

- Cllr Wardlaw informed that she has had no response to her planning enforcement query regarding the building of Sandbach Road.
- Cllr Wardlaw informed that she has had problems with the portal when trying to submit the appeal response for Alsager Court.
- It was noted that the bridge from Wood Park on the footpath that connects Alsager to Church Lawton was an improvement. Cllr Mitchell passed thanks to Cheshire East.
- Cllr Wardlaw informed that she has had a Zoom meeting with some residents on the Spinney who would like restricted parking and no turning at The Woodland.

**Cllr A Woodhead-Coates joined the meeting at this point. It was noted that the meeting was now quorate with four councillors present.*

20-21/106 To receive any declaration of interests regarding agenda items.

None

20-21/107 To note receipt of the resignation of Cllr N Harper made in writing to the chair and effective from the 15th February 2021

The Council noted that the resignation of Cllr Harper has been received by the chairman effective from the 15th February 2021.

20-21/108 To receive nominations for and to elect a vice chairman of the Council for the remainder of the civic year.

A nomination was received and seconded for Cllr Armstrong. There were no other nominations received. Cllr Armstrong was elected as the vice-chair by a majority show of hands.

20-21/109 To receive nominations for and to elect a chairman of the planning committee for the remainder of the civic year.

A nomination was received and seconded for Cllr Woodhead-Coates. There were no other nominations received. Cllr Woodhead-Coates was elected as the chair of the planning committee by a majority show of hands.

20-21/110 To agree the replacement to Cllr Harper on the Staffing Committee.

The Council resolved to replace Cllr Harper with Cllr Woodhead-Coates on the staffing committee.

20-21/111 To approve the minutes of the meeting held on Wednesday, 16th December 2020.

The Council resolved to approve the minutes of the meeting of the 16th December 2020.

20-21/112 To approve the minutes of the extraordinary meeting held on Monday 25th January, 2021.

The Council resolved to approve the minutes of the meeting of the 25th January 2021.

20-21/113 Matters Arising (updates only)

a) Bank Mandate Update

The Clerk updated on the bank mandate updates.

The account information has now all been submitted to each bank and a cheque transfer of £10,000 has been paid into the Unity Bank from the Nat West.

b) Email provision

The Clerk reported that the email provision has been provided and most councillors are set up. Cllr Mitchell reported that he has lost some historic emails and the clerk agreed to help him resolve this. It was noted that a shared calendar of meetings has been produced.

20-21/114 Finance

a) To note receipts from the last meeting

The Council agreed to defer this item.

b) To approve payments required

The Council agreed to defer this item.

c) To receive a budget report from the RFO and to agree any virements required.

The Council agreed to defer this item.

20-21/115 Lawton Memorial Hall – to consider and approve or otherwise a grant application received.

The Council considered a grant application from Lawton Memorial Hall and resolved to provide £1000.

20-21/116 Lawton Memorial Hall – to receive feedback from the Lawton Memorial Hall Committee and to agree any Council actions (if any) required as a consequence.

Cllr Armstrong reported that she had attended the last meeting of the Memorial Hall and provided feedback:

The Memorial Hall had enquired about having to pay for bin collection given they are a charity. It was recommended to feed back that the hall committee should liaise with Cheshire East (ANSA) to explain their position.

The land transfer from Gleason was discussed. The Memorial Hall have reported that they have found some old paperwork relating to the transfer and are looking through it to help establish the position.

20-21/117 Laptop provision – To receive quotes for laptop provision for two staff members and to approve the expenditure.

The Council considered the quotes provided by the Clerk and resolved to purchase two laptops from Intelligent Monitoring Systems Ltd at a cost of £1197.99 + VAT.

20-21/118 Assets check – To receive an update from the Clerk and to consider the damage incurred to several of the Council's assets.

The clerk informed that there has been some damage to the planter opposite the Wilbraham Arms and also to a noticeboard by the Spinney.

The asset check has not yet been completed. The Clerk recommended that the successful applicant for the assistant clerk should be involved in the check. Cllr Mitchell expressed that councillors needed to be more aware of the assets owned by the parish council. Cllr Mitchell also expressed that the recently purchased mapping software could be used.

Action: The Clerk agreed to circulate the asset register to councillors. Councillors were asked to consider locations for planters.

20-21/119 To consider the following consultations: To consider a response or otherwise to the Cheshire East Contaminated Land Strategy.

The Council agreed that it had no comment to make on this consultation.

20-21/120 Newsletter – to receive an update.

It was agreed to concentrate on advertising for new councillors in the immediate term but it was highlighted that producing a newsletter should still be seen as a priority.

Action: The Clerk was asked to progress and advert for councillors.

21:00 - Cllr Wardlaw gave her apologies and left the meeting at this point.

20-21/121 Community speed watch – to receive an update including consideration of potential grant monies available.

It was noted that Speedwatch isn't currently operating because of the Covid-19 lockdown. The PCSO has informed that there are some grants available (Safer Communities Fund). This can be investigated but it was noted that the Parish Council has set aside some funds. It was agreed that one Speedwatch group would be established in the first instance to cover the whole Parish.

Action: The Clerk to investigate the fund's applicability.

20-21/122 To receive and agree an updated schedule of meetings (all at 7:30pm):

It was agreed to have a Full Council meeting on the 10th March 2021 instead of a planning committee meeting unless significant planning applications come in in the meantime.

20-21/123 To receive any reports and matters from members or the Clerk.

The clerk reported that Cllr Fernihough has informed her that he plans to resign to the chair because of ill-health.

20-21/124 Future Agenda Items

Cllr Mitchell discussed some prioritising of plans at the next meeting.

20-21/125 Date of next meeting: Wednesday 10th March 2021.

CMatters to be considered with the Press and Public Excluded:

20-21/126 Exclusion of press and public: To resolve under 1960 (Admission to meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed.

The Council resolved to exclude the press and public due to the confidential matter of discussing staffing issues.

20-21/127 To receive a recommendation from the staffing committee regarding the appointment of an assistant clerk and to resolve or otherwise to approve the recommendation subject to receipt of satisfactory references.

The Council considered the recommendation of the staffing committee and resolved to offer the role of assistant clerk to Mr Chris Greenhalgh.

20-21/128 To receive draft contract of employment, employment particulars and induction program for review and approval.

The Council reviewed and agreed the employment particulars. The Clerk informed that she would draft an induction program and that the contract of employment would be drawn up once references have been received.