



**CHURCH
LAWTON**
Parish Council

18th April 2023

To: All members of Church Lawton Parish Council

You are summoned to a Council Meeting of Church Lawton Parish Council which will take place as follows:

MONDAY 24th April 2023 at 19:30pm
LAWTON MEMORIAL HALL

The agenda for the meeting is set out below.

Sue Davies

Sue Davies (clerk)

A G E N D A

1. To receive apologies for absence.

2. Public Speaking:

To allow any members of the press or public the opportunity to speak in accordance with Standing Orders.

3. To receive any Declaration of Interests regarding Agenda items.

4. To approve the Minutes of the following Council Meetings held on Monday, 20th March 2023.

5. To receive and notes the minutes of Committee Minutes:

None to receive.

6. Updates on previous actions and resolutions from the Clerk:

Updates from the Clerk on actions from previous meetings still ongoing, not covered elsewhere and which currently require no further actions agreeing or decision resolving.¹

a) Unity Bank - mandate change progress and credit card application.

- b) NatWest – progress on account closure.
- c) Newsletter
- d) Hedgehog corridors.
- e) Signage on The Spinney
- f) Update on the purchase of bulbs and wild flower planting.
- g) Progress of further bin provision from ANSA.

7. To receive matters from the Cheshire East representative present. ¹

- a) To invite Cheshire East Councillors present to provide an update on any Cheshire East Council matters relevant to Church Lawton Parish Council.
- b) To receive any further updates on the Cheshire East Expenditure of the Ward budget. (Note – this is shared across Odd Rode Ward.)

8. Finance:

- a) To approve payments to be made (including some retrospective payments).
- b) To note receipts for the 2022/2023 financial year.
- c) To receive a summary of payments for the 2022/2023 financial year.
- d) To receive bank reconciliations and statements dated 31st March 2023.
- e) To receive the quarter 3 accounts ‘in-house’ check.
- f) To receive the draft 31st March 2023 end of year accounts and to note any significant budget variances.
- g) To receive a 31st March 2023 reserves report.

9. Audit 2022-2023

To receive updates from the Clerk and to agree the timetable on:

- a) Internal Audit Arrangements
- b) External Audit Arrangements

10. Asset Register

- a) To receive and consider for approval the asset register dated 31st March 2023.
- b) To receive and approve recommendations from a public realm asset check conducted by the Clerk and Assistant Clerk and documented by the assistant clerk.

- c) To note the requirement in the 2023 JPAG¹ for evidence of permission to site assets on land not belonging to the Parish Council needing to be held by the Council and to further note that the Clerk and Assistant Clerk are working to establish such permissions.

11. Lawton Memorial Hall:

- a) To note a summary of the progress of the Parish Council governance review and to agree any actions required including first review of a Management Structure (already reviewed in the Trustee meeting).
- b) To receive feedback from the Memorial Hall operating committee and agree any actions required.

12. Planning Matters

- a) To consider and agree responses to the following applications:

No new applications received.

- b) To receive updates on outstanding and recently approved applications:

21/0671C – Grove Manor, 79 Liverpool Road West, Church Lawton, ST7 3DL (Decision Target Date = 10th May 2021, still outstanding)

Outline application with some matters reserved for 10 dwellings.

21/5665C 7 Rectory Croft, Church Lawton, ST7 3FE (Decision Target Date = 31st December 2021, still outstanding)

Proposed change of use of land to provide stable block to support on-going maintenance of land.

23/0222C Trent and Mersey Canal, Liverpool Road West, Church Lawton

Formation of Field Access.

Still outstanding.

23/0647C Land off Sandbach Road, Church Lawton.

Use of land for recreational angling including creation of 7 timber fishing pegs around existing lake, parking for 8 vehicles, replacement gate and pedestrian access track.

Approved with conditions.

23/0850C Sandon House, Cherry Lane, Church Lawton, ST7 3QZ

Replacement detached garage.

Comments deadline 5th April 2023

Approved with conditions.

13. Police and Community Speedwatch

- a) To receive a police and PCSO report from the Clerk.
- b) To receive a community speed watch report from Cllr K Newton.

¹ JPAG – Joint Panel on Accounting and Governance.

14. Environmental Matters

- a) To receive any updates on liaison with the Canal and River Trust and to agree actions.
- b) To receive an update report on the lengthsman service and for councillors to provide areas of work to the clerk and assistant clerk. To approve the continued use of the service from Congleton Town Council for 2022-2023.
- c) To consider a report from the Clerk on further planting on the one-way street, to agree any actions and to authorise required expenditure.
- d) To agree to the purchase of a variety of bulbs for planting around the parish. To agree the maximum sum and to delegate the purchase to the Clerk.
- e) To further consider the planting of a Memorial Tree to HRH Queen Elizabeth II, to agree potential locations for consideration and agree any actions arising.
- f) To receive from councillors and consider potential spot for the 2023-2024 bench provision and to action the clerk to establish feasibility and permissions.
- g) To note work with ANSA for the provision of replacement and additional waste bins.

15. Christmas Tree/Lights provision

To consider potential locations from councillors for evaluation as to suitability. To also consider the preference of planting a tree or lighting an existing tree.

16. Highway Matters.

- a) To receive a report from the Clerk.
- b) To receive and members items relating to highways and to agree any actions.

17. Events – to receive an update and to consider further the King’s Coronation.

To agree further plans for the Council’s litter picking sessions on the Monday and to note other activities taking place in the Parish.

18. Communication with the public and APM:

To agree a date and format for the Annual Parish Meeting of the Council based on available free hall dates.

19. To receive any correspondence or other matters from the Clerk.²

20. To receive any other reports and matters from the chair or members.¹

21. Training/meetings and courses: To note training attended and to consider any training requirements.

² Please note that items raised which are not on the agenda as a specific item cannot be debated other than brief comment nor have any decisions made. These items are information only.

22. Future Agenda Items:

Civility and respect – put to new Council in May.

Key governance documents will be reviewed for approval in May.

23. To agree Date of next meeting: Annual Meeting.

Matters to be considered with the Press and Public Excluded:

24. 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.

25. Staffing Issues

To receive a report from the Trustee meeting and to agree the recommendations which impact on the Parish Council in relation to staffing matters.