



**CHURCH
LAWTON**
Parish Council

**MINUTES OF THE COUNCIL MEETING HELD ON
MONDAY 20th MARCH 2023, 6:30PM, LAWTON MEMORIAL HALL**

Present:

Cllrs: G Mitchell (chair), L Bowler, L Grimshaw, K Newton, P Redstone, and B Newton

Clerk – Sue Davies

The meeting started at 6:30 PM.

Two members of the public present.

22-23/158 To receive apologies for absence

Apologies were received from Councillors J Davies and E Mitchell.

22-23/159 Public Speaking – to allow any members of the press or public the opportunity to speak in accordance with Standing Orders.

None

22-23/160 To receive any declarations of interests regarding agenda items.

None were declared. There was a discussion regarding councillors on the Lawton Hall Memorial Committee. The Clerk updated on about the importance of declaring an interest and that it is the Councillors responsibility to declare interest when necessary.

22-23/161 To approve the Minutes of the meeting held on Monday, 6th February 2023.

The minutes of the meeting of the 6th February 2023, were approved.

22-23/162 To receive and note the minutes of Committee Minutes.

Staffing Committee Minutes of the 10th of October 2022 were received.

22-23/163 Updates on previous actions and resolutions from the Clerk.

a. Unity Bank

Mandate changes are ready for signatures, the Clerk will action.

b. Nat West

The Clerk has again taken in the forms to close the account to the Crewe Branch.

The Clerk has actioned a cheque for £10,000 to the Unity Bank Account.

c. Flyposting at Lawton Lights

The Clerk contacted the people who put up the posters and asked them to remove them. The Clerk has removed the posters of the people who did not reply. The Clerk updated on the reasons that the Circus poster was not removed.

d. Newsletter

The Clerk updated that this cannot be actioned in pre-election sensitivity period.

e. Hedgehog corridors

No update.

22-23/164 To receive matters from the Cheshire East representative present.

a. Update

No items to report at present.

b. Cheshire East Expenditure of the ward Budget

Cllr Redstone updated on the Cheshire East Ward Budget. This is across the three Parishes of Odd Rode, Newbold Astbury and Church Lawton. A discussion took place regarding suggestions and ideas for future projects. These included, lighting, bus shelters and a crossing. More discussions will take place on this item and be put on a future agenda.

Cllr Redstone confirmed that the following year it will be a four-year budget.

There was a discussion regarding a tree which is dangerous and Cllr Redstone asked that he be sent details and will follow up with Cheshire East Council.

22-23/165 Finance

The Clerk updated on financial information.

a. To approve payments to be made

There are payments to be made in March to include –
March payroll,
SLCC membership (split with Prestbury),
CBS £100 for advice regarding the Memorial Hall,
3 Congleton Town Council invoices (1 to install the benches and 2 for work in the parish).

Invoices were circulated to councillors.

RESOLVED - The payments were approved.

See appendix 1 for a list.

b. To receive and note receipts to date for the 2022/2023 financial year.

The Council noted the receipts on the circulated information.

c. To receive and note a summary of Payments to date for the 2022/2023 financial year.

The Council noted the payments on the circulated information.

d. To receive the bank reconciliations and statement dated 31st January 2023 and 28th February 2023.

The council received and noted bank reconciliations dated 31st January 2023 and 28th February 2023.

e. To receive notice of the quarter 1 and quarter 2 'in-house' councillor check of the accounts and to agree any actions arising. To note that the quarter 3 accounts require a check and to nominate a councillor to this role.

It was noted that quarter 1 and quarter 2 'in-house' audits are complete. Cllr Mackinnon was nominated to conduct an 'in-house' audit of the quarter 3 accounts.

f. To receive the 28th of February 2023 budget report, to note any overspends and agree any virements or changes required.

The Clerk presented a budget report and reported that there are not currently any overspends of significance.

g. To receive a 28th February 2023 reserves report and to agree any changes required.

The Clerk gave an update on Ear Marked Reserves held by the Council.

A discussion took place regarding future expenditure for the Hall, particularly a new dishwasher which could cost in the region of £3000. There was a discussion regarding the use of the dishwasher. There was also a discussion regarding CCTV.

The Council considered the reserves report and resolved to add £5000 to an earmarked reserve for Lawton Memorial Hall in lieu of grants that have previously been offered.

RESOLVED: £5000 Ear Marked Reserve for Hall Expenditure in lieu of grants the Parish have previously given.

22-23/166 Financial Risk Assessment Document

The Chair and Clerk gave an update on the Financial Risk Assessment Document. A discussion took place regarding the levels of various risks and some amendments were made.

It was agreed to review the document again in six months due to the Council now being a Trustee of the Hall which requires a further evaluation of risks.

RESOLVED: The document dated March 2023 was approved with the agreed amendments.

22-23/167 Lawton Memorial Hall

a. Progress of the Parish Council Governance

The Clerk gave an update on the work she had been doing regarding the Governance and on meetings she had with the staff. Advice had been received from an SLCC sector expert. The following was agreed:

i. It was resolved that the Clerk's hours supporting the Parish Council acting as a Trustee be paid from Parish Council funds. Hours to support this work will need to be evaluated.

ii. The clerk was delegated to implement the necessary payroll requirements through the Parish Council's payroll using the Parish Council's HMRC reference number after agreement of contracts by the Parish Council acting as Trustee at a Trustee meeting.

b. Feedback from the Memorial Hall operating committee

The Operating Committee gave an update on events and suggestions were made for future events including weddings and 70's/80's nights and other entertainment.

It is the 70th Anniversary of the Hall in July. It was suggested that there is an event to Celebrate in October.

The Operating Committee agreed to review budgets and information to see which events are the most successful.

22-23/168 Planning Matters

a. To consider and agree responses to the following applications:

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.

It was resolved to object due to the ecological impact due to changing the environment.

The Council considered this application and **resolved** to object:

- The impact on Bats.
- Risk of loss of wildlife.
- Noise and light pollution at night
- The need to impose time restrictions.

It was further agreed to comment that if Cheshire East are mindful to pass the application, restrictions should be imposed regarding noise and light and, also the need for toilet provision.

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

Replacement detached garage.

It was **resolved** – No Comment

23/0881C 8, Rectory Croft, Church Lawton, ST7 3FE

Single storey rear orangery extension.

It was **resolved** – No Objection

NOTE: Planning Officer to take into consideration the residents comments submitted to Cheshire East by the resident at 11 Brattswood Drive.

b. To receive any updates on outstanding 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. The Clerk informed that there was no further information, and she would seek an update.

21/5665C 7 Rectory Croft, Church Lawton, ST7 3FE

Proposed change of use of land to provide stable block to support on-going maintenance of land. The Appeal upheld the planning decision.

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

Formation of Field Access.

Still outstanding.

22/4781C Alsager Court Care Centre

Non-material amendment to existing permission 19/3667C .

Still outstanding.

22-23/169 Police and Community Speedwatch

a. Police and PCSO report

The Clerk stated that the new PCSO will attend a future meeting to give an update.

b. Community Speed Watch Report from Councillor K Newton

Cllr Newton gave an update and said that it should now be possible to get more feedback and support with a new PCSO in post.

22-23/170 Signage in the Parish: To receive a report from Cllr Mitchell and the Clerk.

The Clerk informed the meeting that some signs had been cleaned. The Clerk reported that she had been informed of concerns regarding unclear signage around The Spinney area. A discussion took place regarding The Spinney and the roads off The Spinney. It was noted that the unclear signs could be a safety issue for emergency vehicles. The Clerk agreed to write to Cheshire East, with a copy to Cllr Redstone, to inform them of the problems and report back to the Council.

22-23/171 Environmental matters

a. To receive an update on liaison with the Canal and River Trust

The Clerk gave an update on correspondence to the Canal and River Trust and confirmed she will send another e-mail and try to arrange a meeting with them. A discussion took place regarding maps and signage. It was suggested that Councillors take photographs and bring suggestions to a future meeting to suggest locations.

b. To receive an update report on the lengthsman service and for councillors to provide areas of work to the clerk and assistant clerk.

The Clerk reported that the Assistant Clerk had been coordinating this and updated on the work completed by Congleton Town Council. More input was needed from Councillors and residents so that the officers can update Congleton Town Council on the future requirements.

c. Update on bench installation

The benches have been installed at Red Bull Lights. ANSA have also replaced the old bins with a new litter bin. The Assistant Clerk has quotes for plaques for the benches. A discussion took place regarding the provision of additional benches and the Clerk asked Councillors to feedback ideas with photographs.

d. To note a request for a resident for further work and planting on the one-way street and to agree any actions.

There was a discussion about areas for further planting. It was noted that a resident has enquired about the further areas on the one-way street and the Clerk agreed to check the land ownership and get a quote from Congleton Town Council for the further planters on the one-way road.

- e. **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.**

Additional bulb planting was discussed, and it was agreed that this and wildflower planting should progress.

RESOLVED that the sum of £500 could be used to purchase bulbs/seeds/plants.

- f. **To consider the planting of a Memorial Tree to HRH Queen Elizabeth II, to agree potential locations for consideration and agree any actions arising.**

There was discussion about a memorial tree and it was agreed to bring back ideas to a future meeting.

- g. **To note work with ANSA for the provision of replacement and additional waste bins.**

Locations for additional bins were discussed including the layby near Cherry Lane. The Clerk and assistant Clerk agreed to progress this.

22-23/172 Christmas Tree/Light Provision

It was agreed to put this item as a future agenda and Councillors were asked to bring ideas and location suggestions.

22-23/173 Highway Matters.

a. Report from the Clerk

No items to report.

b. Members items relating to Highways

No items were raised.

22-23/174 Events – to consider the King’s Coronation and to agree any actions relating to the Parish Council.

The Clerk updated on correspondence from the Church asking what plans the Council had for events on the Coronation weekend. Suggestions for the Monday included a litter pick/planting day and providing refreshments. Volunteers would be needed. The Clerk was asked to write to the Church.

22-23/175 Communication with the public and APM

a. Date and format of the Annual Parish Meeting of the Council

A discussion took place regarding suitable dates. The Clerk will ascertain hall availability.

b. Further communication and information around the election

The Clerk updated that information is on the notice boards which encouraged people to stand.

22-23/176 To receive any correspondence or other matters from the Clerk.¹

The Clerk informed Councillors that there is a new Training Schedule from Chalc.

22-23/177 To receive any other reports and matters from the chair or members.¹

It was reported that there had been a successful and enjoyable litter pick conducted by Cllrs Mitchell, Redstone and the Clerk.

22-23/178 Training/meetings and courses: To note training attended and to consider any training requirements.

New Training Schedule – as above.

22-23/179 Future Agenda Items

Civility and respect

Key governance documents

Freedom of Information and Recording of Meetings.

22-23/180 To agree Date of next meeting.

Suggested date 24th April at 6.30 p.m.

¹ 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.