



**CHURCH
LAWTON**
Parish Council

MINUTES OF COUNCIL MEETING HELD ON MONDAY 31st July 2023, 19:30pm, LAWTON MEMORIAL HALL

Present:

Cllrs: Cllr K. Newton (chair), Cllr P Redstone, Cllr M Blease-Bourne, Cllr Iain Johnston and Cllr L Grimshaw

Cheshire East Councillor – represented by Cllr P Redstone

Clerk – Sue Davies

Assistant Clerk – Tracy Cushing

23-24/66 To receive apologies for absence.

Apologies of absence were received from Cllr L McKinnon, Cllr G Mitchell. and Cllr E Mitchell.

23-24/42 To receive any declaration of interests regarding agenda items.

Cllr Redstone declared that he is also a Cheshire East Councillor.

No other declarations of interest made.

23-24/43 Public Speaking – to allow any members of the press or public the opportunity to speak in accordance with Standing Orders

None.

23-24/44 Approval of Minutes of the Council Meeting held on the 19th of June 2023.

The minutes of the meeting of the 19th of June 2023 were approved by those present.

The clerk noted that the planning application 23/2202C had been withdrawn by the applicant subsequently to the meeting of the 19th June 2023.

23-24/45 To receive and note the minutes of Trustee and Committee Minutes:

a. Minutes of the Trustee Meeting held on the 12th of May 2023.

Deferred.

b. Minutes of the Staffing Committee Meeting held on the 2nd of June 2023.

Deferred

c. Minutes of the Annual Parish Meeting held on the 2nd of June 2023.

Deferred.

d. Planning and Projects Committee held on Wednesday 5th July 2023.

The draft minutes of the meeting of the 25th of July 2023 were received and noted.

23-24/46 Matters Arising from previous minutes not covered elsewhere – to receive an update from the Clerk.

The Clerk reported that registering the new signatories onto the Unity account is to be progressed.

23-24/47 2022-2023 audit: To note the publication of accounts timescale put into place.

The clerk noted that the publication date started 29th June 2023.

23-24/48 Finance:

a. To approve payments to be made.

The following payments were approved:

Payroll June	
Payroll July	
Bank charges	£18.00
Training ILCA	£120.00
Defibrillator pads	£150.00
Training ChALC	£115.00
Parish Online	£100.00

b. To receive and approve bank reconciliations and statements dated 30th June 2023.

The Council received the bank reconciliations dated 30th June 2023.

c. To receive receipts and payments to date in the financial year.

The Council received the receipts and payments and reserves balance to date.

d. To receive a quarter 3 budget report and to agree any recommendations.

The Council received the quarter 3 budget report.

The clerk noted the recommendation to add the resolution to open a savings account to the next council meeting.

23-24/49 To receive matters from the Cheshire East representative present.

Cllr Redstone updated the council on the updated that planning application 23/2202C had been withdrawn following objections, so it wasn't necessary for him to 'call it in'. There is no information available yet regarding the potentially unauthorised groundworks that have taken place on the site.

23-24/50 Policies: To receive and consider a first draft of the draft media, social media and communication policy.

The first draft of the policy was received; the council resolved to change the regularity of the e-newsletter recommended in the policy to "as appropriate". A further draft will be brought to the next meeting.

23-24/51 Quality Council Award – To consider entering the Council for a quality council award and to agree the expenditure for the entry fee.

The council proposed and seconded the submission of an application for a Quality Council Award. The expenditure of the one off £100 entry fee was agreed. The level of the application will be decided following a self-assessment at the next meeting.

23-24/52 Planning Matters

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

23/2659C – Canal Side Farm, 12a Liverpool Road West.

Prior approval for a proposed agricultural produce and machinery storage building.

Cllr Iain Johnston declared that the applicants are known to him.

Resolved: The Council resolved that no response was needed.

23/2455C – 3, Lawton Heath Road, Church Lawton.

Previously considered. No further response.

b. To receive an update related to Grove Manor and to agree any actions.

No updates, meeting with the agents of the applicants has still to be arranged.

c. To receive updates on outstanding and recently approved applications.

No further updates other than the withdrawn application noted under 23-24/74.

23-24/53 Newsletter

a. To receive and approve a draft newsletter subject to any agreed changes or additions.

The Clerk noted that the newsletter is in progress, some input is still to be received and will be checked with the councillors before inclusion in the newsletter.

b. To receive and consider quotes for printing.

The council agreed to delegate the expenditure of up to £500 on printing for the newsletter to the clerk after seeking three quotes.

23-24/54 Community Group Update

The Clerk reported that there is a proposed Teams meeting on 10th August 2023, Cllr Blease-Bourne agreed to attend as a representative of the Lawton Memorial Hall.

23-24/55 Police update: To receive a police and PCSO report from the Clerk.

Cllr Johnston reported that he attended the Commissioner's meeting on behalf of the Parish Council and fed back that the Community Speed watch scheme is to be restarted soon, and that the burglary clear up rate for Cheshire East is above the national average.

The chair noted that the PCSO will be attending the next two Parish Council meetings and their contribution will be scheduled towards the beginning of the agenda.

23-24/56 Community Speed Watch: To receive an update on Community Speed Watch.

Cllr Johnston reported that he has some volunteers waiting to be trained, including Cllr Redstone. He is trying to arrange a training and refresher session with the PCSO for about eight people at Lawton Memorial Hall.

23-24/57 Environmental Improvement: To receive an update on the lengthsman service and environmental improvement and to agree any actions.

The Clerk updated that it had not been possible to arrange for any visits from the Lengthsman service since March 2023, with possibly a visit in May 2023. Communication with Congleton Town Council was proving difficult. It was agreed that the Clerk explore alternative options alongside attempts to improve the communication pathways.

Cllr Blease-Bourne and Cllr Grimshaw reported that some of the footpaths along Liverpool Road were becoming very narrow. Cllr Redstone reported that he had already reported some of the issues and that he would raise the problem of the narrow footpaths with the Highways Safety Officer for Cheshire East and make a formal request for them to be addressed. The Clerk also agreed to email ANSA.

23-24/58 Highways Issues: To receive any highways issues from the Clerk or members.

The Clerk noted that the Highways Officer offered to meet the Parish Council on a regular basis to discuss highway issues.

23-24/59 To receive any correspondence or other matters from the Clerk.

None raised.

23-24/60 To receive any reports or items from members.

None reported.

23-24/61 Training/meetings and courses:

a. To consider any training requirements.

Councillors expressed an interest in online training for the Parish Online software, the Clerk will facilitate this.

Councillors were recommended to attend the Finance for Councillors ChALC training and Cheshire East Code of Conduct training.

b. To note training attended.

The Clerk has attended the Parish Online training.

The Assistant Clerk has registered for the ILCA training course.

Cllr Johnstone and Cllr Redstone have attended planning training courses.

23-24/62 Future Agenda Items

- To consider opening a Unity Bank Savings Account.

23-24/63 To agree Date of next meeting:

The council agreed the next meeting will be Wednesday, 6th September 2023, 7:30pm,
Lawton Memorial Hall.

Signature of the Chair of the meeting where the minutes were approved:

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