



**MINUTES OF THE COUNCIL MEETING HELD ON
MONDAY 10TH JUNE 2024, 19:00pm, LAWTON MEMORIAL HALL**

Present:

CLRs: G Mitchell (chair), Cllr R Giltrap, Cllr I Johnston, Cllr P Redstone and Cllr R Young, Cllr M Blease Bourne

Cheshire East Councillor – represented by Cllr P Redstone

Clerk – Sue Davies, Deputy Clerk – Clare Withington

The meeting started at 7:01pm

24-25/32 To receive apologies for absence.

Cllr E Mitchell, Cllr M Whittle, Cllr L Bowler

24-25/33 Declarations of Interest:

To receive any disclosable pecuniary or other disclosable interests as required under Chapter 7 of the Localism Act 2011 – None.

24-25/34 Public Speaking:

No members of the public were present.

24-25/35 Approval of Minutes: To approve the Minutes of the Council Meeting held on Wednesday, 15th May 2024.

Resolved: The Council approved the minutes as a true record. The Chair signed the minutes at the meeting.

24-25/36 To receive and note the following committee minutes:

Planning and Projects Committee – 21st February 2024 – Deferred to the next meeting.

24-25/37 Updates¹ from the Clerk on outstanding matters from previous meetings not covered elsewhere on the agenda including:

- Woodgate and surround verges – Cllr R Giltrap has contacted Cheshire East Highways to report the damaged grass verge and the junction. It was noted that Cllr Redstone has also reported the issue. A letter was drafted for the local residents to be circulated to residents.

The Clerk will issue the letter once any further comments have been received from the Councillors over the next few days. Cllr R Giltrap will subsequently circulate the letter to the residents.

- The Spinney and parking – It was noted that the police have visited and have not found any issues to address. Signs have been erected by CEC. A number of options such as the Residents Parking Zone have been explored by Cheshire East Council and is not viable due to the number of drives along. Other options have also been explored.

The Clerk agreed that a letter will be sent to fishing club to open and close the access gate each time plus to ask that a sign be put on the gate to request that the entrance is kept clear for emergency access.

- Footpath problems especially Liverpool Rd West and Knutsford Road - The roads have been reported to Cheshire East, and Streetscape have been asked to look at completing the work.

The Clerk and deputy reported that quotes to be obtained for the next meeting and also an agenda item to discuss the allocation of the Divisional Highways Programme funds.

- Defibrillator at Red Bull – The new cabinet will be fitted on 18th June.
- New bench provision – *The Clerk is to place an order for a new bench. The location to be decided.*
- Police Commissioner invitation to a meeting – Deferred to next meeting.
- Connected Communities invitation to a meeting – Attendance at Parish Council meeting to be confirmed at the next meeting.

24-25/38 Finance

a) To receive and approve payments to be made.

Retrospective approval was given for £4541.13 and also payments totalling £1424.49 as per the schedule circulated. Receipts were noted as circulated. (See appendix 1)

b) To receive and approve statements and bank reconciliations dated 30th April 2024 and 31st May 2024.

The bank reconciliation dated 30th April 24 was noted with a balance of £67,909.71. The bank statements were circulated and received. The May reconciliation was deferred.

c) To receive receipts and payments summary to date in 2024-2025.

Noted as received.

d) To receive end of year accounts dated 31st March 2024.

The year end accounts (budget and reserves) were received and noted.

e) To receive a budget and reserves report dated 31st May 2024

Deferred.

24-25/39 2023-2024 Audit and Annual Governance and Accountability Return:

a) To receive the internal audit report and certificate for 2023-2024 and to agree any actions.

The internal audit report was received and the following actions agreed:

- The Chair of Staffing Committee and the Chair of the Parish Council to be copied into the correspondence to instruct pay increases, awards and changes of hours.
- The late posting of Trustee accounts for the Memorial Hall were also noted on the findings, although the Charity Commission were aware of the delay. It was agreed that there were unavoidable delays due to the changeover of Trustees and a change of accounting system. As a result changes have been implemented to ensure that future returns will not be overdue.

The Clerk was thanked for her work on the internal audit outcome.

b) To receive, consider and approve the Annual Governance Statement 2023-2024.

Section 1 of the AGAR was presented by the Clerk in advance of the meeting. The statement was considered at the meeting before completion and agreed by majority show of hands. It was agreed to answer 'no' to item 8 regarding the meeting the legal requirements for the Trustee duties, due to the late submission to the Charity Commission.

Resolved: To approve the completed Annual Governance Statement 2023-2024

The Chair and Clerk signed the statements at the meeting after approval.

c) To receive and approve the Accounting Statements of 2023-2024.

The Accounting Statement (Section 2), previously circulated and sign by the RFO, was approved by a majority show of hands and signed at the meeting by the Chair.

Resolved: To approve the Accounting Statements 2023-2024.

d) To note the publication of accounts timescale.

The clerk reported that the notice will, if possible, be published with the period of inspection to run from Monday 17th June and end on 26th July for the required 30 days. The Clerk was thanked for her work on the end of year accounts.

24-25/40 Planning Matters:

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

24/1815C Lawton Gate Wastewater Treatment Works, Knutsford Road, Church Lawton

Removal of conditions 3 and 4 on application 22/4856C - Construction of 3 No. Kiosks
Comments deadline – 19th June 2024

It was noted the applicant has requested that the condition is removed due to some results of the soil samples taken which had not found any traces of asbestos. There were concerns about the remaining findings of the test results.

Resolved: To object on the grounds that it is in public interest that the conditions remain to ensure there are no contaminants leaching into nearby water courses etc.

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

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24/1708D Former Twyford Bathrooms Ltd

Discharge of condition 13 on approved application 13/4121C: Full planning permission for the demolition of all existing buildings and the construction of a new retail foodstore; parking and circulation spaces; formation of new pedestrian and vehicle accesses; landscaping and associated works (re-submission of 12/0800C)

Resolved: No comment.

b) To receive updates on previous applications.

24/1312C Alsager Court Care Centre, Sandbach Road North, Church, Stoke on Trent, ST7 3RG

Advertisement Consent for signage design proposals for the new care home building.
Approved with conditions.

c) To receive updates on any other planning matters from the Clerk –

It was noted that the local site under discussion has had an enforcement notice served requesting that work is undertaken which is being monitored.

24-25/41 Cheshire East consultations, to consider and agree a Council response:

a) Household Waste Recycling Centre. (16th June 2024) –

It was noted that the changes may well impact on Alsager as there will be further traffic created as a result of the closures elsewhere in the County. It has been suggested that there may be a stacking system, with nominated days for certain areas and reduced hours.

Resolved: To respond to request that Alsager Recycling Centre remains open and that the opening hours are increased to include some weekday evenings.

b) New Local Plan Issues Paper. (1st July 2024)

A summary of points has been produced by Urban Vision Enterprise which was considered. The Clerk was actioned to draft a response with Cllr I Johnson.

Resolved: To delegate authority to the Clerk/Deputy Clerk in consultation with the Councillors to submit a response before the deadline.

c) Review of Supported Local Bus Services Consultation. (3rd July 2024)

It was noted that there is a bus route which runs through the parish from Congleton to Church Lawton which is not affected by the proposals. The times of the on demand bus service is very restrictive along with online booking arrangements for rural areas.

Resolved: It was agreed that a response is submitted to state that rural bus services are protected and increased, and that latent demand is ascertained and addressed in these areas.

The meeting adjourned at 20.36 and recommenced at 20.38.

24-25/42 Asset review: To receive a report from the Clerk and Deputy Clerk on their asset survey and to agree the recommendations.

Resolved: It was agreed that a report be commissioned at a cost of £75 to confirm that the survey of the bus shelter is safe and structurally sound. A further quote will be obtained if required to complete any items identified.

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

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Other points raised from the asset review were:

- Generally, no other assets have been identified as being in a dangerous state needing any immediate work.
- Lawton Heath noticeboard backing plate will need to be replaced. *Clerk to contact Broxap.*
- Planters at Lawton Heath End require planting to include perennials. *Deputy Clerk to contact Smithy and Linley nurseries for quotes.*
- New bench - consideration to be given at future meeting if it is Greengate Road junction or another location. Planning and Project meeting to consider the benches.
- Boundary signs to be reviewed and consider using the CIL money.

24-25/43 Environmental update: To receive a report from the deputy clerk on the recent and planned work with Streetscape and other contractors. To receive any additions to the work schedule from councillors.

The Deputy Clerk updated the meeting with the list that had been issued to Streetscape. A completed jobs list has been requested and will be circulated to all to confirm the work is acceptable.

A further item was identified with regards to the overgrown footpath by the canal bridge to Knutsford Old Road which is outside of the Parish.

Area near to the Wilbraham's Arms could be considered at the next meeting of Planning and projects.

Actions:

The Clerk to contact Odd Rode Parish Council to ask them to request that Cheshire East Council trim/spray.

Cllr Giltrap to report the issue of fallen tree to the Deputy Clerk.

24-25/44 Community Liaison Group: To receive a report from Cllr Blease-Bourne, including a resume of the D-Day events.

Cllr M Blease-Bourne reported that the D-Day events raised £300 for Royal British Legion. Overall, the events were considered to be a success for the liaison committee. A further meeting is to be arranged for a debrief. It was noted that the majority of bookings came from the leaflet drop for the Saturday event.

It was noted that there is VE Day 80th event next year in May 2025.

The Chair thanked all those who helped organise the event and contributed

Actions:

Smithsons and the singers to be formally thanked for their donated contributions which had no charge and also the three Public Houses that contributed to the raffle. A letter will be drafted for the Chair to sign.

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

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24-25/45 To receive any items or correspondence or other matters from the Clerk and Deputy Clerk.¹

Nothing further to note.

24-25/46 To receive any other reports from the chair.¹

Nothing further to note.

24-25/47 To receive any reports or items from Members.¹

Nothing further to note.

24-25/48 Training/meetings and courses:

a) To consider any training requirements.

All encouraged to attend ChALC training sessions.

b) To note training attended –

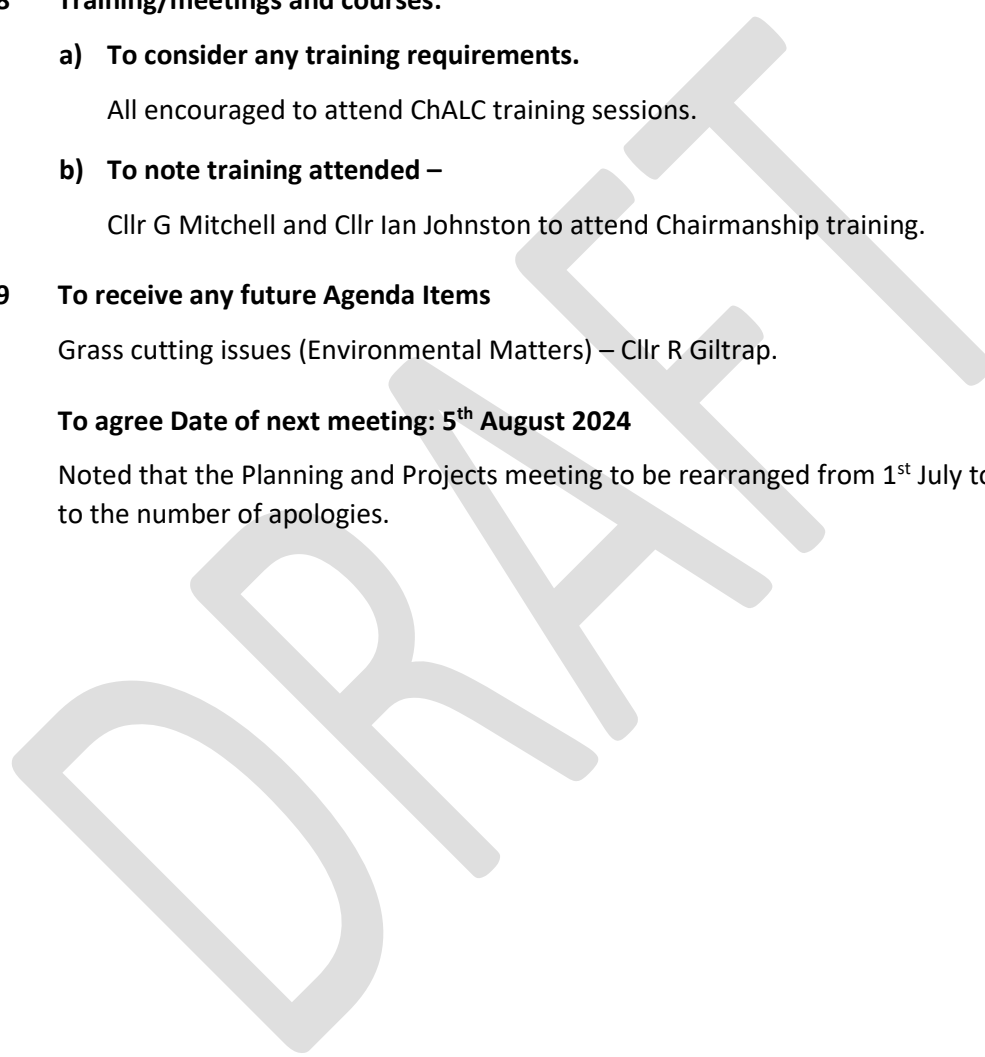
Cllr G Mitchell and Cllr Ian Johnston to attend Chairmanship training.

24-25/49 To receive any future Agenda Items

Grass cutting issues (Environmental Matters) – Cllr R Giltrap.

To agree Date of next meeting: 5th August 2024

Noted that the Planning and Projects meeting to be rearranged from 1st July to another date due to the number of apologies.



¹ Please note that items raised 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.

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

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Appendix 1

Retrospective from April 1st 2024:

Toad Vests	Cheshire W and L	£57.50	£11.50	£69.00
Payroll charge	Shire Q1 and Q2	£120.00	£24.00	£144.00
Payroll charge	Shire month 12 rerun	£60.00	£12.00	£72.00
Recorded extra	2 x business basic	£124.02	-	£124.02
Sandtony	Ink cartridges	£54.70		£54.70
Chalc training	2023/277and 2023/343	£110.00	-	£110.00
Payroll April				£1071.32
Beacon	21cc	£549.00	£109.80	£658.80
Subs Chalc	Chalc	£681.34	-	£681.34
Payroll May				£1528.95
TOTAL				£4514.13

Payments to be made:

Internal Audit	JDH Business Services LTD	£341.00	£68.20	£409.20
Local plan work Urban Vision		£120.00	£24.00	£144.00
Barriers (beacon)	PME	£50.00	£10.00	£60.00
Insurance	Zurich	£585.08	£70.21	£655.29
Training	Ducks in a Row	£30.00	-	£30.00
SLCC	PIALC qualification	£60.00	£12.00	£72.00
Shire	Back pay calc.	£45.00	9.00	£54.00
TOTAL				£1424.49

Receipts since 1st April 2024:

VAT reclaim	£1740.87
Precept 1 st instalment	£20,000.00
CIL payment	£60.00
TOTAL	21,800.87

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

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