

## WYBUNBURY PARISH COUNCIL

### MINUTES OF ANNUAL MEETING HELD ON 12<sup>TH</sup> MAY 2014 AT THE VILLAGE HALL, WYBUNBURY

**PRESENT:** Councillor P Jackson Chairman  
Councillors R Ellison-Jones, D Duthie, S Howcroft,  
B Colbert, T Lightfoot and J Mahon

**IN ATTENDANCE:** The Clerk, Sue Togay, CEC Councillor J Clowes and 3 members of the public.

#### 1 **WELCOME AND APOLOGIES**

The Chairman welcomed everyone to the meeting. An apology was accepted from Cllr. Brownell who was unfortunately in hospital. Best wishes to her for a speedy recovery.

Cllr Duthie raised a point of order in relation to having two agendas for the evening and also questioned the inclusion Item 7 for the co-option of a Councillor on the "AGM" agenda. The Chair had requested this inclusion so that a full complement of councillors could be considered for committees. ChALC had also advised that this was not unlawful.

Cllr Duthie agreed that the Annual Meeting was an "Ordinary Meeting" and therefore only one agenda was necessary for the evening's business. The two agendas should be combined for a single meeting and follow the order of business for an Annual Meeting as set out in the Standing Orders. The co-option of a councillor should be one of the items that followed on completion of the "Annual" business.

#### 2 **FINANCIALSUMMARY**

The Auditor's Report had been circulated and accepted however the Year End Financial Summary prepared by M Forbes was not received due to a receipt of £120 in relation to a license fee. The Clerk to clarify this amount with previous clerk and re-present at June meeting.

#### 3 **CHAIRMAN'S REPORT**

The report had not been circulated but was read out. The Chairman summarised the main points and thanked Councillors and the Village Residents. The Clerk to reissue the report for information.

#### 4 **ELECTION OF CHAIRMAN 2014/15**

Cllr Jackson as outgoing Chair asked for nominations. Cllr.Trevor Lightfoot was nominated and seconded. There being no further nominations, Cllr. Lightfoot was elected.

#### 5 **ELECTION OF VICE CHAIRMAN 2014/15**

The Chairman asked for nominations. Cllr. David Duthie was nominated and seconded. There being no further nominations, Cllr. Duthie was elected.

#### 6 **MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 13 MAY 2013**

**Noted** that the minutes had been approved during the June 2013 Ordinary Parish Council Meeting.

#### 7 **MINUTES OF THE PARISH MEETINGS HELD ON 14<sup>TH</sup> APRIL 2014**

Cllr Howcroft felt that Item 7.1 was not correct. After discussion Members decided that it was a correct reflection of what was said at the meeting. It was proposed by Cllr Jackson and seconded by Cllr Duthie that the minutes be approved and signed.

#### 8 **MATTERS ARISING FROM PARISH MEETING 14TH APRIL**

**Ref: Item 6.4** Parking Bridge Street/Main Road. The question was raised again ref the parking of the horse box. After discussion it was decided that there were no further problems in this area

**9 CO-OPTION OF COUNCILLOR DUE TO VACANCY ON THE COUNCIL**

This item deferred until June Meeting.

**10 APPOINTMENT OF REPRESENTATIVES TO SUB-COMMITTEES AND OUTSIDE BODIES**

The following appointments were made:

- ChALC Area Meeting - Cllrs. Lightfoot, Jackson and Mahon
- Village Hall Management Committee – Cllr. Colbert. Cllr Duthie asked if there were any terms of reference in relation to VHC. Further information to be sought.
- Sally Clarks Lane Committee – Cllrs Brownell, Mahon and Lightfoot and Duthie
- Tower Group – Cllr Mahon
- Wybunbury United Charities – Cllrs Colbert and Duthie along with Linda Buchanan.
- Wybunbury/Shavington triangle Development Monitoring Group –Cllrs Lightfoot, Jackson and Duthie
- Wybunbury Traffic management group – Cllrs Duthie, Howcroft and Mahon
- Police Cluster Meetings – Cllrs Howcroft and Jackson

**11 STANDING ORDERS**

As Standing Orders were not clear to some members it was decided that Standing Orders should be reviewed fully in order that they were wholly appropriate for use by Wybunbury PC including the approval of the AGM minutes at either the June or next AGM meeting and the charring protocol of the meetings at the Annual AGM.. Therefore the review of Standing Orders on Item 9 would be deferred until a later meeting and advice also sought from ChALC.

**12 QUESTIONS FROM THE PUBLIC**

**12.1** Mr Poole took the floor and thanked Members for what they had done during the year on behalf of the Parish. He extended his good wishes to Members in their roles and also gave a thank you to Cheshire East Councillor Janet Clowes as a very effective and conscientious Councillor.

**12.2** An email question had been received from Mr Peter Bolton as to why Wybunbury PC had not made comment on the Planning Applications 14/1160N and 14/1161N. The comments had been supplied to Cheshire East BC but had not been loaded onto the website. Cllr Clowes had chased this up with Planning and it had now been resolved.

**13 VILLAGE MATTERS**

**13.1 Lych-gate War memorial** – The figures supplied were not clear and the Clerk would obtain a clearer breakdown for further discussion.

**13.2 Removal Of Hedge, Main Road** – item withdrawn.

**13.3 Grounds Maintenance** This item was raised by Cllr Ellison-Jones on behalf of several parishioners including some on Church Way who felt that the grounds maintenance on the estate and in the village in general was not of good standard now that the services had been devolved. He asked that this be consider in Item 8 by CEC Cllr Clowes.

**14 PARISH COUNCIL ISSUES**

**14.1 Access over car park for 49 Main Rd** Mr Pike had not provided the licence fee as requested in correspondence to him. After much discussion the following resolutions were made:

That a 'status quo ante' position be adopted. The Clerk to write to Mr Pike informing him of this and requesting payment of the licence fee to the parish council and advising him to obtain refund from the Village Hall Committee. In addition in the spirit of good partnership working it is proposed that a Joint Committee of 2 representatives of Wybunbury PC and 2 from the VHC be formed to provide recommendations to its organisations in order that a final solution be reached. In addition the remit of this group would to include the review of the Village Hall Lease. Proposed by Cllr Colbert and seconded by Cllr Lightfoot.

If accepted by the VHC, it was proposed by Cllr Jackson and seconded by Cllr Duthie that the two representatives from Wybunbury PC are Cllr Ellison-Jones and Cllr T Lightfoot.

The Clerk to write to The Village Hall Committee requesting the formation of the Joint Working Group and notification of their representatives also providing a copy of the letter to Mr Pike.

ChALC and John Driver should also be consulted on these matters.

**14.2 Review of Village Hall Lease** – to be deferred to the Joint WPC/VHC Committee as per 7.1

**14.3 Parish Council Website Maintenance** – Cllr Jackson's son was at present updating the website but this was now taking up too much time within his work schedule. He suggested that there was someone in the village that could take on this task which included loading the following information onto the site – agendas, minutes, date of next meeting, planning applications and decisions.

Cllr Ellison-Jones was asked to approach Richard Masser who could also offer this service as well as some site development

Cllr Mahon was also able to provide information from additional services providers.

Relevant Councillors were to obtain quotes from services providers for consideration by Council at the next meeting.

## 15 CHESHIRE EAST BOROUGH COUNCILLOR'S REPORT

Councillor J Clowes highlighted the following items:

**Access to 49 Main Road.** ,In order to inform discussions, Cllr Clowes felt that the principal body is the owner of the property.

**Grounds Maintenance** With reference to devolvement of grounds maintenance, this was not a way of offloading services but was a different service model that was staffed by the same officers who had been TUPE'd over. It was hoped that by being once step away from the local authority it may be more efficient.

For information, the Leisure Services who were more community linked were using a different model of a charitable trust in order that community groups could still apply for grants.

**Planning** – Cllr Clowes felt that opportunism was very evident and in relation to Huntersfield there was some debate as to whether it was part of the Trangle Development or not. Clarity on this was needed and Cllr David Brickhill had called this in.

In response to Cllr Duthie's question that if the Crewe Leisure Centre was built, would it result in the loss of the Christ Church Car Parks, Cllr Clowes responded that it would but that even at highest capacity, there were alternative car parks with a 5 minute walk.

## 16 PLANNING MATTERS

### 16.1 Applications received since last meeting:

#### 14/2082N4 4 Dwellings 16 Huntersfield, Shavington, resubmission of 14/0183N

The Clerk to register objections based on previous objections to this site.

#### 14/2018N 2 detached and 2 semi-detached houses, 246 Newcastle Road, Blakelow

The Council resolved to register no objection.

#### 14/1252N Development of 14 Social rented and affordable houses on Greenfield land, Newcastle Road, Hough

A request from Debbie Hewitt, Hough and Chorlton PC had been received asking for support in objecting to this application. The Clerk to register objections in support of Hough and Chorlton PC.

**16.2 Decisions since last meeting**

The decisions can be viewed on the Parish Council website.

**17 FINANCIAL MATTERS**

**17.1 PC Insurance Renewal** – After consideration it was decided that recent renewal quote from Came and Co be renewed as per previous renewal arrangement. Proposed by Cllr Jackson and seconded by Cllr Lightfoot

**17.2 Internal Auditor's Report and Approval Of Annual Return 13/14.**

The Annual Return for the financial year ending 31<sup>st</sup> March was approved by the Chair in order to complete the Annual Audit Process. Return. Proposed by Cllr Jackson and seconded by Cllr Mahon.

**17.3 Cheque Signatory Approval** The Bank Mandate needed to be altered to reflect the present Members and new Clerk. Cllrs Duthie, Colbert and Jackson to remain as signatories and Cllr Lightfoot and the Clerk S Togay to be included. Signatory rules to remain the same. Proposed by Cllr Jackson and seconded by Cllr Howcroft.

**17.4 Authorisation of Payments**

**RESOLVED:** That the following payments be authorised:

Sue Togay Salary April 2014	£201.55
HMRC Tax on Salaries	£50.39

**18 CORRESPONDENCE**

The Clerk read out the correspondence received:

**18.1** Damian Hosker, Principal Planner, Wilkinson-Helsby on behalf of CTIL and Vodaphone – ref proposed upgrade to base station installation, St Chad's Church. Noted. Cllr Howcroft requested a copy for information to the Tower Group.

**18.2** Ian Bennett, Nantwich NPU, Cheshire Constab – information on agreed priorities based on Wybunbury Cluster Meeting.

**19 ANY OTHER BUSINESS**

**Village Planters** – As the planters need to be planted, the Clerk to gain quotes for the work from Mick Brookes, Russell Bate and David Green. Cllr Jackson to provide specification.

A thank you was expressed to Councillor Jackson for his work on Wybunbury Parish Council for the last 40 years and also thank you to the new Chairman for his first meeting.

**DATE OF NEXT MEETING Monday 9<sup>th</sup> June 2014 to be held at Wybunbury Village Hall commencing at 7.30pm.**

.....Chairman.....Date