

**MINUTES OF A MEETING OF HANKELOW PARISH COUNCIL
HELD IN HANKELOW METHODIST CHAPEL SCHOOLROOM, HANKELOW
ON 7 JANUARY 2014**

PRESENT:	Councillor G Foster	Chairman
	Councillor G Cope	Vice-Chairman
	Councillor C Ainley	Councillor I Jones
	Councillor A Lee	
IN ATTENDANCE:	Borough Councillor R A Bailey	

Notes:

- (a) Prior to the start of the meeting, members of the public addressed the Parish Council.
- (b) Mr Holmes, a planning solicitor, addressed the Parish Council in respect of his client's proposals for development on sites in Hankelow.

70 DECLARATIONS OF INTEREST

Members were invited to declare any non-pecuniary or disclosable pecuniary interest which they had in any item of business on the agenda, the nature of that interest, and, in respect of disclosable interests, to leave the meeting prior to the discussion of that item.

No declarations were made.

71 MINUTES

RESOLVED: That the Minutes of the Meeting held on 4 November 2013 be approved as a correct record and signed by the Chairman.

72 MATTERS ARISING (from the previous Minutes)

There were no matters arising.

73 "FOR SALE" AND "SOLD" NOTICES – VILLAGE GREEN

Members were invited to agree a policy in respect of estate agents advertising on the village green. Members accepted that it was reasonable for sale notices to be displayed on the green for houses which were not easily visible from the road; however, there was a consensus that "sold" notices were a marketing ploy by estate agents and should be treated differently from the sale notices.

RESOLVED: (a) That the Clerk write to all local estate agents to inform them that they must seek the Parish Council's permission before erecting "For Sale" notices on the village green;

(b) That when requesting permission, the agents should provide a written description of the size and design of the signs;

(c) That, following sale of advertised properties, a "sold" notice be permitted to be displayed for one week only, following which the Parish Council reserved the right to remove the sign(s); and

(d) That the Clerk, in consultation with the Chairman, be authorised to deal with all requests for permission and to make a decision based on the policy outlined in (a) to (c) above.

74 PLANNING MATTERS

74.1 Report of Working Group – Village Design Statement

At the previous meeting, a working group of Members and residents was established to give consideration to the format of a village design statement which could be used as an informal

planning document for the parish. A meeting of the group had been held on 14 November 2013 and the notes of that meeting were submitted. Nigel Cassidy, a member of the working group and local resident, spoke to the notes of the meeting and outlined proposed action.

- Photographs, maps, plans and any documents relating to the historical background of the parish were required for inclusion in the Village Design Statement (VDS);
- Appropriate information extracted from the notes would be added to the next newsletter, with a preamble explaining what a Village Design Statement was and how it could help shape the future of Hankelow;
- An A5 folded-leaflet would be prepared for delivery to each household in the parish;
- Arrangements would be made for evening “drop-in” sessions over a four-week period to allow residents to bring photographs and documents for scanning (either at Brookfield Golf Club, Hankelow Chapel or the White Lion);
- Mr Cassidy to contact Cheshire East Council Spatial Planning Team to enquire into the timeline for preparation of a VDS and likely date for adoption;
- An e-mail address would be set up (hankelow_parish@gmail) which could be used by residents who wished to forward photographs and other historic information electronically.
- It was emphasised that receipt of photographs and all documents would be treated in confidence initially, but contributors would be made aware that once included in the VDS, they would be in the public domain.

RESOLVED: That action as outlined above be approved.

74.2 Response to David Thelwell (local landowner)

At the extra-ordinary meeting held on 12 August, the Parish Council had considered the following which had been requested by Mr Thelwell.

- 1) The prospect of infra-structure for the village e.g. road improvements/footpaths
- 2) Community space e.g. a multi-use village hall
- 3) Leisure e.g. bowling green
- 4) Commercial e.g. shop, outdoor centre.

The Parish Council had been of the view that until the housing needs survey had been completed, it would be premature to comment on these proposals. It was now reported that the housing survey results had been published by Cheshire East Council within the last few days and could be made available to Mr Thelwell.

RESOLVED: (a) That the Clerk send a copy of the Rural Housing Needs Survey 2013 to Mr D Thelwell; and

(b) That Mr Thelwell –

- (i) be welcomed as a contributor to the Village Design Statement process;
- (ii) be asked for his comments on the rural housing needs survey
- (iii) be invited to produce indicative plans for development in the parish, in line with the results of the housing survey.

74.3 Planning Applications

There were no planning applications for consultation.

75 FINANCIAL MATTERS – BUDGET PROPOSALS 2014-2015

The Parish Council was invited to agree a budget for 2014-2015. The Clerk’s report, together with detailed budget proposals was considered.

	£	£
The budget proposals, as amended at the meeting amounted to		5,362
<u>Add</u> Working balance	400	5,762
<u>Less</u> Estimated balance available on 1 April 2013	(2,788)	2,974
Precept required (rounded up)	<u>3,000</u>	

RESOLVED: (a) That budget proposals for 2014-2015 amounting to £5,762 be approved as detailed on the appendix attached to the official copy of the Minutes;

(b) That the Clerk’s salary remain at £1,300 per annum; and

(c) That the Clerk be authorised to request a precept of £3,000 from Cheshire East Council

76 AUTHORISATION OF PAYMENT

RESOLVED: That payment of £20 to Mr G Cope be authorised as reimbursement for the cost of cutting nettles on the wide verges in the vicinity of Brookfield Golf Club.

77 COMMUNITY RIGHT TO BID – HANKELOW CHURCH (MINUTE NO. 44.1 – 2 SEPTEMBER 2013 REFERRED)

The Clerk reported that she had not yet received an official response from the Rev. M Lorimer of the South Cheshire Circuit but had discussed this matter with him on the telephone.

The registered address for the church was Hankelow Church, Old School Lane, Hankelow, Crewe, CW3 0JN.

RESOLVED: That the Clerk register Hankelow Church with Cheshire East Council under the ‘Community Right to Bid’ scheme.

78 SAFETY OF WILLOW TREE ON VILLAGE GREEN

The Parish Council was invited to consider action to be taken in respect of the Willow tree on the village green. It was noted that this was not subject to a Tree Preservation Order and the Parish Council was, therefore, able to cut back/fell the tree to ensure safety for users of the green.

Members were informed that the approximate cost to cut the tree down was £350.00 and as noted in Minute No. 75 above, a sum of £350 had been allocated in the budget for this purpose.

RESOLVED: (a) That arrangements be made to fell the Willow tree on the Village Green; and

(b) That the Clerk, in consultation with Councillor I Jones –

- (i) make arrangements to seek three quotations for the work;
- (ii) accept the most appropriate quotation which might not, necessarily, be the lowest; and
- (iii) authorise the work to be undertaken as soon as practicable.

79 HIGHWAYS MATTERS

At the previous meeting, Members requested that the following be placed on the agenda for consideration:

- white roadside markings (Longhill Lane) to create a visual footpath
- 30 mph stickers for wheelie bins to remind motorists of the speed limit

Councillor Ainley reported that he had discussed the issue of white markings with a CEC Highways Officer, informally, and would follow this up.

The 30 mph stickers were easily obtainable at a reasonable price over the Internet.

80 SPEED WATCH

The speed watch equipment was being re-located every two weeks.

81 MEMBERS APPOINTED TO OUTSIDE BODIES

There were no matters to report.

82 BOROUGH COUNCILLOR'S REPORT

Borough Councillor Rachel Bailey reported on Cheshire East Council matters of interest.

83 CORRESPONDENCE

The Clerk reported receipt of the following items of correspondence.

Cheshire East Council

- Connect Cheshire: Roll-out of fibre-optic broadband and the installation of new roadside cabinets.
- Nantwich LAP Partnership Newsletter

Cheshire Association of Local Councils

- Local Council Tax support – information from CLG
- Community Right to Bid information
- Royal Garden Party: The Parish Council was invited to nominate the Chairman to attend the Royal Garden Party. The Chairman declined the invitation.

84 SHARED INFORMATION

There were no shared items.

85 FUTURE MEETINGS

The Parish Council had agreed that winter meetings be held on the first Tuesday in the month. The next meeting was **4 March 2014**.

.....Chairman

The meeting commenced at 8.05pm and concluded at 9.05 pm

APPENDIX
APPROVED BUDGET 2014-2015

Line	Item	Budget 2013-2014 £	Spend to 31 Aug 2013 £	Estimates to 31 Mar 2014 £	Budget 2014-2015 £
	Administration				
1	HM Revenue & Customs (Clerk's tax)	260.00	130.00	182.00	260.00
2	Clerk's Salary (net)	1,040.00	433.75	609.00	1,040.00
3	Thirsk Payroll (PAYE) service	45.00	56.00	0.00	60.00
4	Clerk's expenses (stationery etc.)	50.00	0.00	0.00	50.00
	Insurance/Audit/Subscriptions				
5	Insurance - annual premium	300.00	265.00	0.00	270.00
	Additional premium (to prev provider)	0.00	11.18	0.00	0.00
6	Audit (Internal - A Davenport)	50.00	50.00	0.00	50.00
7	ChALC affiliation fee	70.00	65.00	0.00	68.00
8	Cheshire Community Action	20.00	0.00	20.00	40.00
9	Cheshire County Playing Fields	16.00	0.00	16.00	16.00
10	Mid-Cheshire Footpaths Society	8.00	8.00	0.00	8.00
11	Audit Commission (replaced by BDO)	0.00	0.00	0.00	30.00
	Speed watch interactive equipment				
12	Maintenance/repairs	0.00	0.00	0.00	200.00
13	Room Hire fee (Hankelow Methodist Church)	200.00	210.00	0.00	210.00
	Parish Plan				
14	Grant for coffee mornings from Oct 2012 (hire of rooms)	0.00	0.00	0.00	150.00
15	Burial Board (precept)	200.00	0.00	0.00	0.00
16	Grants	1,000.00	0.00	0.00	500.00
17	Grounds maintenance (Village Green)	700.00	0.00	0.00	750.00
	Miscellaneous				
18	Member training	90.00	0.00	0.00	60.00
19	Legal work re. registration of village green	0.00	326.00	0.00	0.00
20	Street re-naming (Old School Lane)	0.00	0.00	0.00	0.00
21	Daffodil bulbs	0.00	0.00	0.00	0.00
22	Plaque for bell	0.00	0.00	0.00	0.00
23	I Jones - reimbursement for plinth	0.00	0.00	0.00	0.00
24	L P Hopkins - joinery fee	0.00	0.00	0.00	0.00
25	Purchase of bench	0.00	0.00	0.00	0.00
26	Feed store (duck food)	140.00	140.00	0.00	150.00

**APPENDIX
APPROVED BUDGET 2014-2015**

Line	Item	Budget 2013-2014 £	Spend to 31 Aug 2013 £	Estimates to 31 Mar 2014 £	Budget 2014-2015 £
27	Miscellaneous	200.00	0.00	82.00	100.00
28	Housing Survey costs	0.00	0.00	330.00	0.00
29	Felling of Willow tree on village green	0.00	0.00	0.00	350.00
30	Projects:				
	(a) Village Design Statement	0.00	0.00	0.00	1,000.00
	(b) Reinstatement of permissive path (Corbrook Court)				
	TOTAL	4,389.00	1,694.93	1,239.00	5,362.00
	Note: £400 working balance added.				5,762.00