

**MINUTES OF A MEETING OF HANKELow PARISH COUNCIL
HELD IN HANKELow METHODIST CHAPEL SCHOOLROOM, HANKELow
ON 3 NOVEMBER 2014**

PRESENT: Councillor G Foster Chairman
Councillor C Ainley
Councillor G Cope
Councillor A Lee
Councillor I Jones

49 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.

50 MINUTES

50.1 RESOLVED: That the Minutes of the following meetings be approved as correct records and signed by the Chairman.

- 1 September 2014.
- 18 September 2014 Extra-ordinary meeting

50.2 RESOLVED: That the Minutes of the extra-ordinary meeting held on 9 October 2014 be approved as a correct record subject to the following amendment:

Minute No. 45 – Declarations of Interest

Under the disclosure recorded against Councillor G Cope –

Delete	<i>her</i>
Insert	<i>him</i>

51 ACTION FROM RECENT MEETINGS

It was noted that the following actions from previous meetings had been implemented:

1 September 2014

- CEC had been informed that a litter-bin from The Green had been re-located to the lay-by outside the Swedish Houses and had been asked to include this on its refuse-collection round.
- CEC Planning had been informed that the Parish Council supported planning application No. 14/3717N (Coole Hall Farm).

18 September 2014

- Comments made on planning application 14/4146N (Land off Longhill Lane) had been forwarded to Cheshire East Planning.

Councillors Ainley and Lee would attend Southern Planning Committee to speak on application No. 14/4146N.

9 October 2014

- Refurbishment of Chapel Schoolroom. ACDA had missed the deadline for making application for grant funding of £15,000 to improve the Chapel. The letter had been prepared but was not required until February 2015.
- Comments made on planning application 14/4300N (Lodge Farm) had been submitted to Cheshire East Planning.

Councillor Foster would attend Southern Planning Committee on 19 November 2014 to speak on this application.

52 OUTSTANDING PARISH COUNCIL RESOLUTIONS

The following pending matters were noted and action agreed:

Minute Nos.	Reinstatement of permissive path – Hankelow – Corbrook
19 (2 Jul 12)	The date of the last letter to Morris Care was
52 (12 Nov 12)	2 September 2014
92 (4 Mar 14)	

Mr Morris had advised (by telephone and e-mail) that he was in the process of preparing 'appropriate wording' which would allow pedestrians to use the gated access created to facilitate the building work to Corbrook Court. The legal wording would be forwarded in due course.

Members discussed the route of the permissive path and any liability which might attach to the Parish Council if it made a financial contribution towards the upkeep.

The Clerk was asked to make enquiries of Cheshire East Council's Public Rights of Way Unit.

Members **AGREED** that in due course, when the definitive wording was received from Morris Care, arrangements be made to meet with representatives of Audlem Parish Council.

Minute No. 21 (7 Jul 14)	Drainage scheme for The Green – CEC to consider for funding either this year (2014-2015) or in next year's programme.
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It was **AGREED** that no action be taken at this time.

Parish Meeting (12 May 14)	White lining on Longhill Lane to create visual reduction in road width, making it safer for pedestrians.
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Minute No. 21 (7 Jul 14)	A CEC Highways Engineer has indicated that this proposal is unlikely unless the road is wide, but has said that to consider it properly, he would need more information.
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RESOLVED: That Councillor C Ainley, together with Mr C Foster, measure the width of Longhill Lane at periodic intervals; and

(b) That the information be provided to Cheshire East Highways.

Parish Meeting (12 May 14)	Purchase of plants and improvements to benches.
	It was agreed that the £100 grant from Cheshire Community Action (in 2013-2014) be used for this purpose. No requests for funding have yet been received, other than £50 for compost.

It was **AGREED** that the remaining £50 be spent in 2015-2016.

53 TREE PRESERVATION ORDERS

The Parish Council was asked to consider if any of the trees in the parish were worthy of preserving, possibly by means of applying for Tree Preservation Orders (TPO), as appropriate.

It was noted that Cheshire East Council could only make a TPO where it appeared to be expedient to protect a tree, group of trees or woodland which made a significant contribution to amenity. This may include trees which were in danger of being felled or under threat due to proposed development. The following criteria would be taken into account:

- The condition of the tree(s) and an assessment of future life expectancy.
- An assessment of the potential threat to the tree and whether it is expedient to make a Tree Preservation Order.
- A Landscape appraisal to assess visual prominence, landscape setting, presence of other trees and function and suitability of the tree(s) to the site.
- Future benefits the tree might provide, growth potential, age and assessment of wildlife habitat.

Members agreed that residents should be invited to submit their own views before any action was taken. An informal tree survey could be prepared by councillors; an article would be added to the next newsletter inviting residents' views (with a two-week deadline date for comments); and the Clerk would then arrange for an Officer from Cheshire East Council to meet on site with councillors to offer advice.

RESOLVED: (a) That an article be included in the next newsletter inviting parish residents to submit their views on trees in the parish which might be worthy of protection; and

(b) That, when residents' views had been received, the Clerk contact Cheshire East Council's Arboriculturist to meet councillors on site on a date to be agreed.

54 FINANCIAL MATTERS

54.1 Authorisation of Payments

RESOLVED: That the following payments be approved.

- £20.00 Reimbursement to Councillor G Cope for cutting-back of nettles along grass verges
- £65.00 HM Revenue & Customs – tax on Clerk's salary

54.2 Receipts and Payments Statement – 1 April – 30 September 2014

RESOLVED: That the Receipts and Payments statement for the period to 30 September 2014 be approved.

54.3 Request for Grant

The Parish Council was invited to consider if a grant should be made to the Church Council to add to the WREN funding to carry out improvements to the Chapel Schoolroom.

RESOLVED: (a) That a grant of £500 be approved from within the 2014-2015 budget; and

(b) That a further grant of £500 be considered at the January 2015 meeting when the budget for 2015-2016 was agreed.

(It was noted that any grant made would be contingent upon the Church Council and ADCA being successful in securing a grant from WREN.)

54.4 Authorisation of Clerk as a Bank Signatory

This item had been included on the agenda for the September meeting but had been deferred to allow all Members to be involved in the decision.

The Clerk was not currently listed either as a signatory or a correspondent in respect of the Parish Council's bank account. This meant that she was not entitled to speak to staff at NatWest (the parish council's bankers), nor to communicate in writing. This was carried out by the Chairman. Bank statements were issued to '*The Chairman*' but were sent to the Clerk's home address.

The Clerk reminded the Parish Council that she held the statutory role of Responsible Financial Officer (S.151 of the Local Government Act 1972) and was responsible for the administration and stewardship of the Council's accounts and as such, should be allowed unfettered access to the Parish Council's bank accounts.

RESOLVED: That the Clerk be authorised as an additional signatory to the Parish Council's bank accounts.

55 CHESHIRE ASSOCIATION OF LOCAL COUNCILS – CHARTER

The Parish Council was invited to comment on the draft charter, which was an update of the previous charter prepared by the Cheshire Association of Local Councils.

The charter set out the protocols to enhance and develop collaborative working between the town and parish councils in Cheshire East and Cheshire East Council.

RESOLVED: That no observations be made on the Cheshire Association of Local Councils Charter.

56 BOROUGH COUNCILLOR'S REPORT

Councillor Rachel Bailey was not in attendance owing to a prior commitment.

57 SPEED WATCH SCHEME

Members were invited to review arrangements for the operation of the speed-watch scheme. Owing to personal commitments, Councillor Ainley was unable to devote sufficient time to managing the scheme. Councillor I Jones agreed to assist.

RESOLVED: That both Councillors C Ainley and I Jones manage the speed-watch scheme between them.

58 VILLAGE DESIGN STATEMENT/NEIGHBOURHOOD PLAN

Parish Councillors reported on a meeting with Tom Evans (Cheshire East Spatial Planning Team) which was an open forum with Buerton Parish Councillors. Although a meeting had previously been planned for 22 September 2014 between Hankelow Parish Councillors and Tom Evans, Mr Evans had been unable to attend that meeting. Members had, therefore, joined the open forum with Buerton Parish Councillors.

The Parish Council was asked to consider whether to continue with the preparation of a Village Design Statement or to produce a Neighbourhood Plan.

RESOLVED: (a) That the Parish Council prepare a *Resident First Neighbourhood Plan* (abandoning the preparation of a Village Design Statement);

(b) That the defined Neighbourhood Plan area would be bounded by the Hankelow parish boundary;

(c) That a Steering Group be established to oversee the process, comprising three parish councillors and four non-parish councillors;

(d) That Councillors C Ainley, G Foster and A Lee be appointed to the Steering Group, with Councillor I Jones as a substitute Member;

(e) That the quorum be three (the composition of the quorum to be determined);

(f) That in the absence of approved Terms of Reference, the Parish Plan Group's Terms of Reference be used in the meantime;

(g) That it be noted that meetings of the Steering Group would not be subject to public notice requirements; and

(h) That the first meeting of the Steering Group be held on 11 November 2014.

59 Draft Budget Proposals – 2015-2016

A first draft of the budget proposals for 2015-2016 was submitted. The following amendments were suggested. These would be incorporated into a revised document for submission to the January 2015 meeting.

- Delete line 21 (a) VDS and insert *Neighbourhood Plan*
The appropriate level of funding would be decided in January 2015.
- Re-name the heading *The Green* to *The Village*. The cutting-back of nettles would be included within this heading.
- Line 15 – Grants – add £1,000.

60 PLANNING APPLICATIONS 14/4567N and 14/4470N

This item was withdrawn from the agenda. Both applications listed were for non-material minor amendments and the Parish Council should not have been consulted.

61 CHAIRMAN'S ITEMS

The Chairman had requested the inclusion of the following items:

- 'Thank you' letter to Bridgemere Garden World.

The Clerk was asked to write to Bridgemere Garden World thanking it for the donation of free Spring bulbs.

- Grass-cutting arrangements. This matter had been dealt with earlier in the meeting and related to nettle-cutting.

62 SHARED INFORMATION/REPORT OF MEMBERS APPOINTED TO OUTSIDE BODIES

Parish Councillors were invited to share information and Members who had been appointed to outside bodies were able to report recent meetings.

- Audlem Burial Board – there was no requirement for a precept in 2015-2016.
- Cheshire Community Action Awards Ceremony – Hankelow had been awarded *Best Kept Village* in the category "population of under 400".
- Councillor Ainley reported on a recent Police Cluster meeting at which time it had been noted that this area had a low crime rate.

62 FUTURE MEETINGS

Date of Next Meeting: Tuesday, 6 January 2015

RESOLVED: That meetings for the remainder of the Municipal Year be held on the first Tuesday in the month, subject to the availability of the Chapel Meeting Room.

.....Chairman