

# HANKELow PARISH COUNCIL

www.hankelow.eu

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Parish Councillors are summoned to a meeting of the Parish Council

**DATE:** MONDAY 4 MARCH 2013

**TIME:** 7.30 PM

**VENUE:** SCHOOL ROOM, HANKELow METHODIST CHAPEL



Signed: \_\_\_\_\_

Date of Issue: 26 February 2013

**Note:** Prior to the start of the meeting, members of the public will be able to address the Parish Council.

## A G E N D A

**1 APOLOGIES FOR ABSENCE**

**2 DECLARATIONS OF INTEREST**

Members to declare any non-pecuniary or disclosable pecuniary interest which they have 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.

Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare, or not, is the responsibility of the Parish Councillor, based on the particular circumstances.

**3 MINUTES – 7 JANUARY 2013**

To approve as a correct record, the Minutes of the Meeting held on 12 November 2012. •••

**4 MATTERS ARISING (not detailed elsewhere on the agenda)**

To consider any matters arising from the Minutes of the previous meeting.

To: Councillors G Foster (Chairman), C Ainley, G Cope, I Jones and A Lee

Copy: Borough Councillor R A Bailey

#### 4.1 Request for Grit at Hall Lane and Monks Lane

The Borough Council is not able to provide a separate supply of grit at Hall Lane as this is in close proximity to a gritting route and does not, therefore, fall within the criteria. With regard to Monks Lane, an inspection will be carried out as the lane is possibly too narrow and could impede access by vehicles.

### 5 FINANCIAL MATTERS

#### 5.1 Ratification of Payment

The Parish Council is asked to ratify a payment of **£35.00** payable to "The Food Store". The payment was made at the conclusion of the Parish Council meeting held on 7 January 2013. (invoice awaited)

#### 5.2 Payment of Accounts

Members are reminded that any requests for payment must be included on the agenda. Although there is a delegation arrangement in place under paragraph 6.5 of the Financial Regulations for urgent payments, it is not good practice for non-urgent payments to be made outside meetings.

Financial Regulation 6.5 states "*where it is necessary to make a payment before it has been authorised by the Council, such payment shall be certified as to its correctness and urgency by the RFO and shall be authorised by the Clerk (as Proper Officer) with the approval of the Chairman or Vice-Chairman. The payment must be under a head of expenditure as identified in the Council's budget for the appropriate year. The Clerk shall report such expenditure to the next Parish Council meeting.*"

A payment is not to be regarded as urgent where the payment has been overlooked and was not notified in time to appear on the agenda. In these circumstances it should be left until the next meeting, or a special meeting should be called. Members have previously emphasised the importance of the Parish Council operating in an open and transparent manner and this is especially important in respect of financial transactions.

The only payments which are exempt from notice on the agenda are those in respect of salary and tax. If a payment to HM Revenue & Customs is overlooked and has not been included on the agenda, this payment can be made. As the Clerk is paid by standing order, salary payments by cheque are not relevant.

#### 5.3 The Parish Council is asked to approve the following payments:

£(tba) TWM Traffic Management Systems Ltd. – payment for the  
Mini 300 Polypropylene Modular Speed Control Sign System:

Street Re-naming (see also agenda item 8 below)

£558.00 Cheshire East Council (Address Management NP0488) – payment for the  
street re-naming of part of Audlem Road to "Old School Lane".

Members are asked to note that Royal Mail allocates post-codes and a new post-code will be allocated for the properties on Old School Lane (one post-code cannot cover two streets). The erection of street name-plates is carried out by Cheshire East Highways and the Parish Council might be required to meet the cost of the new name-plates.

#### 5.4 Receipts and Payments Statement to 31 December 2012

To receive a Receipts and Payments Statement for the period 1 April 2012 – 31 December 2012. •••

**6 MAINTENANCE OF THE GREEN (LOCAL SERVICE DELIVERY)**

The Clerk submitted to Cheshire East Council (CEC) the draft specification prepared by Councillor Ainley asking that consideration be given to the setting up of a compact agreement. (Copy enclosed.) The Streetscape Officer (CEO) had stated that the Council was reviewing these arrangements and that no formal decisions were being made at present. To make progress, he contacted the Assets Team to confirm ownership of The Green. . . .

As the Land Registry enquiries have revealed that there is no known owner at this time, the Officer is of the view that the Borough Council's maintenance of the area is "in the public interest" and there is no objection to the Parish Council accepting responsibility for The Green's continued maintenance.

**7 REGISTRATION OF THE GREEN**

Notwithstanding item 6 above, Hibberts LLP now has evidence from Cheshire East Council to confirm that The Green has been registered. The solicitor dealing with this matter will be requesting the land registration fee (in due course) so that he can pursue the matter.

**8 RE-NAMING OF PART OF AUDLEM ROAD**

Cheshire East Council has confirmed that part of Audlem Road, in the vicinity of the Chapel has now been re-named 'Old School Lane'. New post-codes have been allocated (see attached letter). The Borough Council will write direct to the occupants to inform them of the changes to their address details. As noted above the cost of the change is £558, comprising the following – . . .

- £372 re-naming of existing road, excluding the cost of street name-plate
- £186 notification to all concerned parties of post address amendment (£31 per property)

Street nameplates are installed by Cheshire East Highways. If a separate contribution towards the cost of a nameplate is required, an invoice will be issued to the Clerk by CEO Highways.

**9 CHESHIRE COMMUNITY ACTION – COMMUNITY PRIDE COMPETITION**

The Parish Council is invited to consider entering the annual Community Pride Competition. This year, one fee covers the whole competition. The following are the various competitions and deadlines for entry. Payment is required by 15 March.

- |  |               |
|--|---------------|
| 1. Community Pride/Best Kept Village   | 15 March 2013 |
| 2. Cheshire Community Spirit Award   | 17 April      |
| 3. Cheshire Village Communications<br>Competition – Best Website Competition | 15 March      |
| 4. Village Community Safety Award  | 17 April      |

**10 PLANNING**

**10.1 Planning Appeal:  
12/2309N – Outline application for 10 x two-storey residential units on land  
Adjacent to 4 Audlem Road, Hankelow**

The above planning application was refused and an appeal has been made to the Secretary of State. The appeal will be conducted by means of an informal hearing and a site visit by an Inspector from the Planning Inspectorate. Representations already submitted will form part of the documentation considered. The grounds of appeal can be viewed on-line at [www.cheshireeast.gov.uk/planning](http://www.cheshireeast.gov.uk/planning).

## 11 REPORT OF MEMBERS APPOINTED TO OUTSIDE BODIES

Members appointed to outside bodies to report on recent activities.

- Burial Board
- Police Cluster

## 12 BOROUGH COUNCILLOR'S REPORT

Borough Councillor R A Bailey to report on Cheshire East matters which may be of interest to the Parish Council and to provide an update in respect of any outstanding matters. The Borough Council will be agreeing its budget for 2013-2014 at its meeting to be held on 28 February 2013, and Councillor Bailey will be able to report on any amendments to the budget.

## 13 CORRESPONDENCE

The Clerk to report receipt of correspondence received since the last meeting. Various e-mails have already been issued to Members under separate cover.

### Cheshire East Council

- Articles invited for the next edition of PACE newsletter.
- HS2 Briefing (documents e-mailed with agenda)
- Highway Schemes in progress and planned
- Nantwich LAP – (19 Feb) – comments on the Local Plan
- Nantwich LAP – (20 Feb) – comments on the Local Plan
- Town and Parish Councils Conference – 20 March – Congleton Town Hall – 6.00 pm – 8.30 pm (As there are 107 town and parish councils in Cheshire East, it is not appropriate for more than the Chairman and one other Member to attend.)

## 14 SHARED INFORMATION

Parish Councillors are invited to share information or to request the inclusion of items on the next agenda.

Note: Decisions cannot be taken under this item.

## 15 DATE OF NEXT MEETING

The first Monday in May (6<sup>th</sup>) is a bank holiday and it is suggested that the meeting be held on 13 May. It is the Parish Council's practice to hold the Annual Parish Meeting and the Annual Meeting of the Parish Council on the same evening.

The **Annual Parish Meeting** will commence at 7.30 pm and will be followed by the Annual Meeting of the Parish Council "on the rising of the Parish Meeting".

As a reminder, these are two separate and distinct meetings with separate agendas but are held for convenience on the same evening.

The Parish Meeting consists of local government electors registered for the parish. If present, the Parish Council Chairman must chair the Parish Meeting. In her absence, the Vice-Chairman must preside if he is present; otherwise the meeting must elect its own chairman from those present.

A Parish Meeting may discuss parish affairs, and resolutions may be passed which the Parish Council is obliged to consider but not necessarily accept. Decisions are taken by a majority of those present and voting.

At the **Annual Parish Council Meeting**, the Chairman and Vice-Chairman are elected to serve for the following year and Members are appointed to outside bodies. As the Parish Council meets bi-monthly only, general business is also considered.

## Notes

### 1) Members of the Public

The Parish Council welcomes and encourages members of the public to attend its meetings. You are requested to enter and leave quietly and to remain quiet during the meeting. Mobile phones and pagers should be switched off, and no food or drink should be brought into the meeting.

Members of the public are not able to participate in meetings but are able to ask questions or make a statement, prior to the start of the meeting. In addition, if you feel there is a matter which should be brought to the attention of the Parish Council you may contact the Clerk, the Chairman, or any member of the Parish Council, and arrangements can be made to place the item on the agenda for the next meeting, if appropriate.

On occasions, members of the press and public will be excluded from the meetings when the business to be transacted is of a confidential nature; for example, dealing with individual people, staffing matters, contracts and financial affairs of other parties.

### 2) Parish Councillors

#### A) Notice of items

The Parish Council cannot lawfully decide any matter which has not been specifically included on the agenda, and there is case law to this effect (*Longfield Parish Council v Wright (1918) 88 LJ Ch 119*).

B) Planning Grounds The grounds on which observations can be made on planning applications are as follows –

- |   |  |    |   |
|---|--|----|---|
| 1 | Development Plan in all its aspects  | 8  | Appropriateness of use taking account of local area |
| 2 | Government legislation and guidance (PPG)  | 9  | Effect on highway safety and parking                |
| 3 | Siting   | 10 | Landscape   |
| 4 | Design   | 11 | Listed buildings                                    |
| 5 | External appearance  | 12 | Conservation areas                                  |
| 6 | Compatibility with street-scene  | 13 | Land  |
| 7 | Development effect on neighbouring properties, contamination amenities and privacy | 14 | Flooding  |

#### Non-Relevant Matters

- |   |   |   |   |
|---|---|---|---|
| 1 | Matters controlled by other legislation | 6 | Business competition                    |
| 2 | Effects on private rights               | 7 | Personal circumstances – health/finance |
| 3 | Provisions in covenants/deeds           | 8 | Ownership                               |
| 4 | Effect on property values               | 9 | Moral issues                            |
| 5 | Private opinions                        |   |   |

Note: If the Parish Council agrees, in principle, with an application, but not in all aspects, suggestions for “development conditions” can be made, in line with relevant factors.