

GREAT WARFORD PARISH COUNCIL

AGENDA

PARISH COUNCIL MEETING

DATE: WEDNESDAY 27TH NOVEMBER, 2019
TIME: 7:30p.m.
VENUE: GREAT WARFORD BAPTIST CHAPEL, MERRYMANS LANE, GREAT WARFORD.

To Members of Great Warford Parish Council,

You are hereby summoned to attend the Parish Council Meeting, as shown above, to consider and determine the following business:

1. **APOLOGIES FOR ABSENCE -**
2. **DECLARATIONS OF INTEREST -** To receive Declarations of Interest in any items on the agenda.
3. **MINUTES -**
 - i) To approve the Minutes of the Parish Council meeting held 18th September, 2019 as a correct record and authorise signing by the Chairman.
 - ii) To record that the Extraordinary Parish Council meeting scheduled for 22nd October, 2019 was cancelled due to being inquorate.
4. **PUBLIC FORUM FOR QUESTIONS -**
5. **REPORTS FROM EXTERNAL ORGANISATIONS -**
 - i) High Legh & Mobberley Wards Policing Team - Report on matters of interest / concern within the Parish.
 - ii) Cheshire East Ward Member Cllr. C. Leach - Report on items of interest to the Parish Council.
 - iii) Local Parish Council Cluster Meetings - 2nd October, 2019 and 6th November 2019.
 - iv) ChALC Annual Meeting - 24th October, 2019.
 - v) Cheshire East Council - Town & Parish Council Conference - 20th November, 2019.
6. **FINANCE -**
 - i) To receive and consider the Financial Statement 2019/20 as at 27th November, 2019. (Appendix A)
 - ii) To authorise the following payments -

a) Direct Debit	E-ON	£9.95	Electricity charges - September, 2019.
b) Direct Debit	E-ON	£10.29	Electricity charges - October, 2019.
c) Cheque No. 100530	Great Warford Baptist Chapel	£60.00	Room Hire - 23/09/19, 22/10/19, 27/11/19.
d) Cheque No. 100531	E. M. Maddock	£475.90	Salary - October - November, 2019.
e) Cheque No. 100532	H.M. Revenue & Customs	£61.00	Employee Income Tax.
 - iii) To note the following receipts since the last meeting -

a) Barclays Bank plc.		£2.41	Gross interest - 04/06/19 - 03/09/19.
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 - iv) Internal Auditor 2019/20 - To appoint an Internal Auditor for the 2019/20 financial year.
 - v) Budget 2020/21. (Appendix B)
 - a) To consider and determine a revised budget in respect of 2019/20.
 - b) To consider and determine a budget in respect of 2020/21.
 - c) To consider precept requirements for 2020/21.
7. **CORRESPONDENCE -**
 - i) To consider the specific correspondence received by the Parish Council since the date of the last ordinary meeting and to determine such action as Members consider appropriate thereto:
 - a) Manchester Airport - Arts Tickets.
 - b) Cheshire East Council - Pre-Budget Consultation Report 2020-2024. (Closes: 06/01/20)
 - c) Cheshire East Council - Community Governance Review - Part 1 Consultation. (Closes: 31/01/20)
 - ii) To note other correspondence received since the date of the last meeting. (Appendix C)
8. **PLANNING & LICENSING -**
 - i) To receive the latest planning schedule and discuss new applications. (Appendix D)
 - ii) To receive and consider information relating to activities at Warford Grange Farm/Bostock Barns.
 - iii) To receive and consider information relating to activities at Pownall House, Warford Lane.

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9. **HIGHWAY MAINTENANCE & ENHANCEMENTS -**
- i) Highway defects and repairs - To receive an update relating to highway defects and repairs.
 - ii) To receive highway matters for attention from Members.
 - iii) To receive information about local highway incidents since the last meeting.
 - iv) To identify and consider issues relating to footway maintenance within the Parish.
10. **COMMUNITY -**
- i) Mary Dendy Playing Field - Update relating to fly tipping.
 - ii) Parish Speed Watch - Update on Speed Watch activities.
 - iii) Christmas Tree Display - To confirm arrangements for the 2019 display.
 - iv) Great Warford Residents Group -
 - a) Application to enter Britain in Bloom and request for financial support for floral display planters.
 - b) Outcome of Annual General Meeting regarding future of Family Fun Day.
 - c) Information relating to possible future meeting place at The Stags Head.
11. **CO-OPTION OF PARISH COUNCILLOR -**
- i) To consider the co-option of a Councillor to fill the vacancy on the Parish Council following the election.
12. **MATTERS FOR INCLUSION ON NEXT/FUTURE MEETING AGENDA -**
13. **DATE OF NEXT MEETING -** Wednesday 15th January, 2020 at 7:30p.m. at Great Warford Baptist Chapel.
To consider passing a resolution under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 (Section 100(a) of the Local Government Act 1972) to exclude the public and press from the meeting for the following item of business on the grounds that it could involve the likely disclosure of exempt information.
14. **MATTERS FOR CONSIDERATION INCLUDING THOSE TRANSFERRED FROM ABOVE ITEMS -**
(as required)

E.M. Maddock

Dr. E. M. Maddock PSLCC,
Clerk & Responsible Financial Officer.

Dated 21st November, 2019.

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APPENDIX A

Financial Statement - 2019/20					
as at 27th November 2019					
Actual 2018/19 £.	Details	2019/20 Budget £.	Actual to Sep. 19 £.	Agenda Nov. 19 £.	Budget Balance £.
	Receipts				
7,345.00	Precept	7,636.00	7,636.00		0.00
0.00	Balances	0.00	0.00		0.00
9.63	Investment Interest	0.00	2.41	2.41	0.00
0.00	Sale of Assets	0.00	0.00		0.00
0.00	Grants, Donations & Refunds	0.00	0.00		0.00
490.03	V.A.T. Refund	0.00	296.21		72.15
7,844.66	Total Receipts	7,636.00	7,934.62	2.41	72.15
	Payments				
3,051.21	Salary (Clerk)	3,190.00	1,626.30	536.90	1,026.80
0.00	National Insurance (Employer)	0.00	0.00		0.00
442.09	Administration & Employment Expenses	500.00	0.00		500.00
0.00	Member Allowances	0.00	0.00		0.00
142.00	Audit Fees (internal & external)	155.00	146.20		8.80
301.19	Insurance	400.00	305.99		94.01
750.00	Website	310.00	0.00		310.00
94.60	Street Lighting Electric & Repairs	231.00	58.16	19.28	153.56
0.00	Training	160.00	0.00		160.00
286.12	Subscription/Affiliation/Registration Fees	315.00	288.28		26.72
140.00	Room Hire	200.00	80.00	60.00	60.00
180.37	Christmas Tree & Lighting	250.00	0.76		249.24
421.01	Parish Maintenance	650.00	0.00		650.00
45.00	Asset Purchase	500.00	0.00		500.00
0.00	Defibrillator	125.00	0.00		125.00
641.91	Sect. 137 payments	150.00	0.00		150.00
54.50	Contingency	500.00	195.04		304.96
296.21	V.A.T.		71.19	0.96	
6,846.21	Total Payments	7,636.00	2,771.92	617.14	4,319.09

Cash/Bank Reconciliation	01/04/19	18/09/19	27/11/19	31/03/20
Balance B/Fwd.	9,883.93	9,883.93	15,046.63	14,431.90
Add Total Receipts	0.00	7,934.62	2.41	72.15
Less Total Payments	0.00	-2,771.92	-617.14	-4,319.09
Balance C/Fwd.	9,883.93	15,046.63	14,431.90	10,184.96
Cumulative Balances	Balance	Balance	Balance	Balance
	01/04/19	18/09/19	27/11/19	31/03/20
General Funds	6,533.93	11,696.63	11,081.90	6,834.96
Earmarked Reserves	3,350.00	3,350.00	3,350.00	3,350.00
	9,883.93	15,046.63	14,431.90	10,184.96

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CASH/BANK RECONCILIATION AS AT - 27th November 2019

CASH

Balance Brought Forward 01/04/19	
Community Account	5,052.13
Business Premium Account	4,831.80
Plus Receipts	7,937.03
	<hr/>
	17,820.96
Less Payments	3,389.06
Balance Carried Forward 27/11/19	<hr/> <hr/>
	14,431.90

BANK (Barclays)

Business Premium Account	4,836.62	03/09/19
Add income/transfer received since above Statement		
	<hr/>	
	0.00	
Less unpresented cheques		
	<hr/>	
	0.00	
	<hr/>	
	0.00	4,836.62 27/11/19
Community Account	10,202.47	07/10/19
Add income received since above Statement		
	<hr/>	
	0.00	
		0.00
Less unpresented cheques/ Transfer		
Approved	0.00	
For approval	-617.14	
Less payments already issued	<hr/>	
	9.95	
	<hr/>	
	-607.19	9,595.28 27/11/19
Total Bank Balances 27/11/19	<hr/> <hr/>	
	14,431.90	

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APPENDIX B

GREAT WARFORD PARISH COUNCIL DRAFT BUDGET ANALYSIS 2019/20 and 2020/21

		Projected 19/20 & Budget 2020/21	Variances 19/20	Balance as at 27/11/19
Clerk's Salary				
2019/20	£3,221.40 p.a. = £268.45 p.m. based upon 5 hrs. per week 4 months (Dec 19 - Mar 20) x £268.45 Contingency for Salary Review and NJC Award	1,074	-208	
		160	0	
		1,234	-208	1,026
2020/21	£3,221.40 p.a. = £268.45 p.m. based upon 5 hrs. per week Contingency for Salary Review Contingency for NJC Salary Award	3,222		
		65		
		330		
		3,617		
National Insurance (Employer)				
2019/20	Dec 19 - Mar 20 (on basic salary)	0	0	
		0	0	0
2020/21	Based on basic salary	0		
		0		
Chairman/Member Allowances				
2019/20	Member Allowances - Dec 19 - Mar 20	0	0	
		0	0	0
2020/21	Member Allowances	0		
		0		
Administration				
2019/20	Employment Expenses & Stationary/Office supplies	500	0	
		500	0	500
2020/21	Accommodation Allowance	250		
	Stationary/Office supplies	300		
		550		
Audit Fees				
2019/20	External Audit Fees 2018/19	0	0	
	Internal Audit Fees 2018/19	0	9	
		0	9	9
2020/21	External Audit Fees 2019/20	0		
	Internal Audit Fees 2019/20	170		
		170		
Insurance				
2019/20	Premium paid 15/05/19	0	94	
		0	94	94
2020/21	Premium due 16/06/20	400		
		400		
Website				
2019/20	Web hosting services (Due 31/03/2020)	300	0	
	Web domain renewal	10	0	
		310	0	310
2020/21	Web hosting services (Due 31/03/2021)	330		
	Web domain renewal	10		
		340		

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GREAT WARFORD PARISH COUNCIL DRAFT BUDGET ANALYSIS 2019/20 and 2020/21

		Projected 19/20 & Budget 2020/21	Variances 19/20	Balance as at 27/11/19
Street Lighting (Electric & Repairs)				
2019/20	Electricity Charges - Nov 19 - Mar 20	50	-32	
	Provision for Increase in Electricity	10	0	
	Repairs	125	0	
		185	-32	153
2020/21	Annual Electric (365 x £0.32 per day = £116.80) net - say	120		
	Provision for Increase in Electricity	15		
	Repairs	125		
		260		
Training				
2019/20	Training Provision - Members & Clerk	160	0	
		160	0	160
2020/21	Training Provision - Members & Clerk (Based on 5 attendances to ChALC Training sessions)	200		
		200		
Subscriptions/Affiliation/Registration Fees				
2019/20	ChALC	0	6	
	Cheshire Community Action	0	0	
	Data Protection Registration	0	20	
		0	26	26
2020/21	ChALC	240		
	Cheshire Community Action	50		
	Data Protection Registration	55		
		345		
Room Hire				
2019/20	Ordinary Parish Council Meetings (2)	40	0	
	Extra Ordinary Parish Council Meetings	20	-20	
	Contingency	20	0	
		80	-20	60
2020/21	Ordinary Parish Council Meetings	120		
	Extra Ordinary Parish Council Meetings	60		
	Contingency	50		
		230		
Christmas Tree & Lighting				
2019/20	Christmas Display 2019	0	150	
	Christmas Display - Professional services	100	0	
		100	150	250
2020/21	Christmas Display 2020	150		
	Christmas Display - Professional services	100		
		250		
Parish Maintenance				
2019/20	Land at Lindow End	400	0	
	Land at Noon Sun Corner	0	250	
		400	250	650
2020/21	Land at Lindow End	450		
		450		

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GREAT WARFORD PARISH COUNCIL DRAFT BUDGET ANALYSIS 2019/20 and 2020/21

		Projected 19/20 & Budget 2020/21	Variances 19/20	Balance as at 27/11/19
Asset Purchase				
2019/20	Provision	500	0	
		500	0	500
2020/21	Provision	600		
		600		
Defibrillator				
2019/20	Electricity Contribution	125	0	
		125	0	125
2020/21	Electricity Contribution	125		
		125		
Newsletter				
2019/20	Newsletter	200	-200	
		200	-200	0
2020/21	Newsletter (3)	750		
		750		
S.137 Donations				
2019/20	Family Fun Day	0	100	
	Contingency	50	0	
		50	100	150
2020/21	Provision	200		
		200		
Other				
2019/20	Contingency provision	305	0	
		305	0	305
2020/21	Contingency provision	500		
		500		
	2019/20 Sub Totals	4,149	169	4,318
	2019/20 Income - grants	0	0	
	2019/20 Expenditure Projection and Savings Totals	4,149	169	
	2020/21 Draft Budget Expenditure Total	8,987		
	Less Grants:	0		
	Gross Precept Requirement 2020/21	8,987		

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GREAT WARFORD PARISH COUNCIL DRAFT BUDGET ANALYSIS 2019/20 and 2020/21

Analysis of funds

01/04/19	Balance brought forward	9,883.93	
	Plus receipts (actual)	7,937.03	
	Less payments (actual)	-3,389.06	
	Plus receipts (projected)	72.15	
	Less payments (projected)	-4,149.00	
		<u>10,355.05</u>	10,355.05
	Less Earmarked Reserves:		
	Telephone Kiosk Deposit	-200.00	
	Village Picnic Fund (Floral Planters)	-1,200.00	
	Village Picnic Fund (Notice Board)	-750.00	
	Transparency Code Grant - Clerk Training	-200.00	
	Transparency Code Grant - Scanning Eqpt	-117.00	
	Democratic Services Fund	-1,000.00	
		<u>-3,467.00</u>	-3,467.00
31/03/20	General funds carried forward		<u><u>6,888.05</u></u>

Tax Base 2020/21 (Band D) and Precept impact on Property Bands

2019/20				2020/21			
Band	Ratio	Tax Base	£	Band	Ratio	Tax Base	£
A	6/9		11.49	A	6/9		13.43
B	7/9		13.41	B	7/9		15.66
C	8/9		15.33	C	8/9		17.90
D	9/9	442.87	17.24	D	9/9	446.25	20.14
E	11/9		21.07	E	11/9		24.61
F	13/9		24.91	F	13/9		29.09
G	15/9		28.74	G	15/9		33.56
H	18/9		34.48	H	18/9		40.28
	Precept	£7,636			Precept	£8,987	

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APPENDIX C

CORRESPONDENCE

Cheshire Association of Local Councils (ChALC)

- ChALC Weekly Bulletin - 12, 19, 26 September 2019; 3, 10, 17, 25 October 2019; 8, 15 November 2019.
- Further reminder for Healthy Living Half Day Workshop - October 2019.
- Reminder for ChALC Annual Meeting.
- Additional ChALC - Introduction to Local Councils Training session - 26/11/19.
- Northwich Town Council - Traffic Management Chapter 8 Training.
- Further information regarding Northwich Town Council - Traffic Management Chapter 8 Training.
- Reminder for Chairmanship Training - 06/11/19.
- Further reminder for Healthy Living Half Day Workshop - October 2019.
- Letter from Police & Crime Commissioner regarding Policing of Remembrance events.
- Reminder for Cheshire East Council Town & Parish Council Conference - 20/11/19.

Cheshire East Council

- Partnership Working With Communities Survey.
- Invitation to Town & Parish Council Conference - 20th November, 2019.
- Notice of Poll - Chelford Neighbourhood Plan Referendum.
- Economic Strategy for Cheshire East Consultation - consultation closes 13/10/19.
- Waste Strategy five yearly review. (Survey closes: 03/11/19)
- Environmental Strategy 2019 - 2024 Consultation. (Closes: 24/11/19)
- Connected Communities Newsletter.
- Reminder for Town & Parish Council Conference - 20th November, 2019.
- Community Governance Review Information.
- Cheshire East Council Pre-Budget Consultation 2020-24. (Closes: 06/01/20)
- Notice of intention to dispose of selected red telephone kiosks.

Other Correspondence

- Manchester Airport - 20/09/19 - Community Newsletter; 01/10/19 - Reminder of Manchester Airport Airspace Questionnaire; 02/10/19 - Further reminder re: Airspace Questionnaire; 09/10/19 - Employment Opportunities; 17/10/19 - Employment Opportunities; 31/10/19 - Arts tickets.
- Community & Voluntary Services - e-Bulletin - 13, 27 September 2019; 11, 25 October 2019; 8 November 2019. 09/09/19 - Training eBulletin; 20/09/19 - Community Capacity and Resilience Service - Market Place Events; 04/10/19 - Cheshire East Council Support Service Redesign.
- Information Commissioner's Office - Newsletter - September 2019; October 2019; November 2019.
- Cheshire Community Action - Annual General Meeting 06/11/19.
- St. Mary's Church - Letter to all members on Electoral Roll.
- Alderley Edge Parish Council - Notice of the Institute Trust funding opportunity.
- PCSO E. Darroch - Theft of sheep from Little Bollington.
- Zurich - Advice following flooding.

GREAT WARFORD PARISH COUNCIL

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APPENDIX D

OUTSTANDING PLANNING APPLICATIONS & RECENT PLANNING DECISIONS

Application Reference	Location	Proposed Development	Cheshire East Council Decision
17/2241M (05/05/17)	Health Club and Spa, Faulkners Lane, Great Warford. WA16 7RN	2 air-conditioning units to roof of health club (retrospective).	
18/3275M (03/07/18)	Warford Grange Farm, Pedley House Lane, Great Warford, WA16 7SP	Certificate of Proposed Lawful Use for extension of existing Warehouse building and re-aligned private access road to existing commercial and residential premises. No new connection to public highway.	
19/0384M (29/01/19)	Brook Cottage, Chelford Road, Great Warford. SK9 7TL	Replacement dwelling, associated garage and landscaping.	
19/0563M (14/02/19)	Warford Grange Farm, Pedley House Lane, Great Warford. WA16 7SP	Demolition of existing residential dwelling and associated outbuildings and development of a replacement dwelling with alteration to existing private access road.	
19/2003M (16/05/19)	Warford Hall, Warford Hall Drive, Great Warford. SK9 7TP	Change of use from dwelling house with B1 Business to C1 Spa Hotel and associated two storey rear extension and pool to accommodate high quality guest facilities.	Currently scheduled for Northern Planning Committee - 04/12/19.
19/3725M (13/08/19)	Ostlers Nurseries, Merrymans Lane, Great Warford, Cheshire. SK9 7TN	Single storey house extension and conversion of existing garage to additional living accommodation.	02/10/19 - Approved with Conditions.
19/3960M (24/08/19)	Oakfield House, Paddock Hill, Great Warford, Cheshire. WA16 7DH	Demolish existing conservatory and single storey rear extension and construct new single storey rear extension.	15/10/19 - Approved with Conditions.
19/3994M (24/08/19)	Stags Head Hotel, Mill Lane, Little Warford, Alderley Edge. SK9 7TY	Change of use to A2 (Financial and Professional Services).	

NEW PLANNING APPLICATIONS

(Any Planning Applications received prior to the date of the meeting will be included for consideration)

Application Reference	Location	Proposed Development	Comments Deadline
19/4788M (16/10/19)	Merryford, Warford Hall Drive, Great Warford. SK9 7TR	Single-storey rear orangery-style garden room.	07/11/19 - Withdrawn.
19/4946M (28/10/19)	Brook Cottage, Paddock Hill, Great Warford. WA16 7DH	Part single, part double-storey extension to the rear of the property.	28/11/19
19/5087M (06/11/19)	Cheshire Health Club & Spa, Warford Park, Faulkners Lane, Great Warford. WA16 7RN	Construction of new access and alterations to car park layout.	04/12/19
19/5246M (19/11/19)	Brandons Poultry Farm, Ancoats Lane, Great Warford. SK9 7TT	Change of use of existing poultry sheds to Use Class B8 (storage and distribution) for the storage of goods including classic cars.	18/12/19