

# GREAT WARFORD PARISH COUNCIL

## AGENDA

### PARISH COUNCIL MEETING

**DATE: WEDNESDAY 19<sup>TH</sup> SEPTEMBER, 2018**  
**TIME: 7:30 p.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 on any item on the agenda.
3. **MINUTES** -
  - i) To approve the Minutes of the Parish Council meeting held 18<sup>th</sup> July, 2018 as a correct record and authorise signing by the Chairman.
4. **PUBLIC FORUM FOR QUESTIONS** -
5. **REPORTS FROM EXTERNAL ORGANISATIONS** -
  - i) Knutsford Rural Policing Team - Report on matters of interest / concern within the Parish.
  - ii) Cheshire East Ward Member Cllr. J. Macrae - Report on items of interest to the Parish Council.
  - iii) ChALC - Cheshire East Council New Homes Bonus Community Fund - 03/09/18. (Clerk)
  - iv) Manchester Airport meeting with Town & Parish Councillors - 18/09/18. (Clerk)
6. **FINANCE** -
  - i) To receive and consider the Financial Statement 2018/19 as at 19<sup>th</sup> September, 2018. (Appendix A)
  - ii) To authorise the following payments -

a) Direct Debit	E-ON	£8.34	Electricity Charges - July, 2018.
b) Direct Debit	E-ON	£8.34	Electricity Charges - August, 2018.
c) Cheque No. 100497	InTouch Now	£360.00	Website updates re: GDPR.
d) Cheque No. 100498	Grassroots Garden Maintenance	£30.00	Grass cutting at Noon Sun Corner.
e) Cheque No. 100499	Great Warford Baptist Chapel	£40.00	Room Hire: 18/07/18 & 19/09/18.
f) Cheque No. 100500	E. M. Maddock	£403.74	Salary: 01/08/18 - 30/09/18.
g) Cheque No. 100501	H.M. Revenue & Customs	£100.80	Employee Income Tax.
h) Cheque No. 100502	P. Halman	£37.22	Materials for maintenance work to bench at Noon Sun Corner.
  - iii) To note the following receipts since the last meeting -

a) Barclays Bank plc	£2.40	Gross Interest: 05/03/18 - 03/06/18.
b) H.M. Revenue & Customs	£490.03	VAT reclaim 2017/18.
c) Cheshire East Borough Council	£3,672.50	Precept 2018/19 (50%).
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) Cheshire East Council - Site Allocations and Development Policies Document - Consultation.
    - b) ChALC - Annual Meeting - 25<sup>th</sup> October, 2018.
  - ii) To note other correspondence received since the date of the last meeting. (Appendix B)
8. **PLANNING** -
  - i) To receive the latest planning schedule and discuss new applications. (Appendix C)
  - ii) Neighbourhood Plan - To consider present position.
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) Grass Cutting at Noon Sun Corner - To receive an update relating to arrangements for grass cutting.
  - iv) Parish Speed Limit Review - To consider scope of potential request for a review of Parish speed limits.

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10. **COMMUNITY -**
  - i) Mary Dendy Playing Field - Update relating to fly tipping and dog fouling.
  - ii) Parish Speed Watch - Update on Speed Watch activities.
  - iii) Village Picnic - To discuss future arrangements for the event.
  - iv) Christmas Tree Display - To consider arrangements for the 2018 Christmas Tree display.
  - v) Newsletter - To consider draft Parish Council newsletter.
11. **ASSETS -**
  - i) Floral display planters - To consider estimates for replacement planters.
12. **INFORMATION HANDLING POLICIES -**
  - i) To receive guidance information relating to Personal Data Breaches and Data Protection Impact Assessments.
  - ii) To receive, for submission at the next meeting, Personal Data Audit Questionnaires.
  - iii) To approve the deposition of archive Parish Council documents to the Cheshire Record Office.
13. **CO-OPTION OF PARISH COUNCILLOR -**
  - i) To consider the co-option of a Councillor to fill the vacancy on the Parish Council.
14. **MATTERS FOR INCLUSION ON NEXT/FUTURE MEETING AGENDA -**
15. **DATE OF NEXT MEETING -** Wednesday 21<sup>st</sup> November, 2018 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.
16. **MATTERS FOR CONSIDERATION INCLUDING THOSE TRANSFERRED FROM ABOVE ITEMS -**  
(as required)

*E.M.Maddock*

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

Dated 12<sup>th</sup> September, 2018.

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### APPENDIX A

<b>Financial Statement - 2018/19</b>					
<b>as at 19 September 2018</b>					
<b>Actual 2017/18 £.</b>	<b>Details</b>	<b>2018/19 Budget £.</b>	<b>Actual to Jul. 18 £.</b>	<b>Agenda Sep. 18 £.</b>	<b>Budget Balance £.</b>
<b>Receipts</b>					
6,750.00	Precept	7,345.00	3,672.50	3,672.50	0.00
0.00	Balances	2,050.00	0.00		0.00
3.24	Investment Interest	0.00	0.00	2.40	0.00
0.00	Sale of Assets	0.00	0.00		0.00
845.00	Grants, Donations & Refunds	0.00	0.00		0.00
0.00	Great Warford Picnic	0.00	0.00		0.00
480.19	V.A.T. Refund	0.00	0.00	490.03	126.91
<b>8,078.43</b>	<b>Total Receipts</b>	<b>9,395.00</b>	<b>3,672.50</b>	<b>4,164.93</b>	<b>126.91</b>
<b>Payments</b>					
3,225.81	Salary (Clerk)	3,000.00	1,009.08	504.54	1,486.38
0.00	National Insurance (Employer)	0.00	0.00		0.00
953.44	Administration & Employment Expenses	450.00	0.00		450.00
0.00	Member Allowances	0.00	0.00		0.00
140.00	Audit Fees (internal & external)	150.00	142.00		8.00
297.13	Insurance	400.00	301.19		98.81
300.00	Website	300.00	150.00	300.00	-150.00
332.50	Transparency Code Compliance	0.00	0.00		0.00
81.61	Street Lighting Electric & Repairs	220.00	30.03	15.88	174.09
70.00	Training	160.00	0.00		160.00
279.70	Subscription/Affiliation/Registration Fees	310.00	286.12		23.88
160.00	Room Hire	200.00	20.00	40.00	140.00
144.67	Christmas Tree & Lighting	180.00	0.00		180.00
300.00	Parish Maintenance	800.00	0.00	61.01	738.99
1,264.18	Asset Purchase	2,400.00	0.00		2,400.00
0.00	Defibrillator	125.00	0.00		125.00
0.00	Village Picnic Expenses	0.00	0.00		0.00
0.00	Sect. 137 payments	50.00	0.00		50.00
131.25	Contingency	650.00	12.50		637.50
490.03	V.A.T.		59.90	67.01	
<b>8,170.32</b>	<b>Total Payments</b>	<b>9,395.00</b>	<b>2,010.82</b>	<b>988.44</b>	<b>6,522.65</b>

<b>Cash/Bank Reconciliation</b>	<b>01/04/18</b>	<b>18/07/18</b>	<b>19/09/18</b>	<b>31/03/19</b>
Balance B/Fwd.	8,885.48	8,885.48	10,547.16	13,723.65
Add Total Receipts	0.00	3,672.50	4,164.93	126.91
Less Total Payments	0.00	-2,010.82	-988.44	-6,522.65
<b>Balance C/Fwd.</b>	<b>8,885.48</b>	<b>10,547.16</b>	<b>13,723.65</b>	<b>7,327.91</b>
<b>Cumulative Balances</b>				
	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>
	<b>01/04/18</b>	<b>18/07/18</b>	<b>19/09/18</b>	<b>31/03/19</b>
General Funds	4,793.57	6,455.25	9,631.74	3,236.00
Earmarked Reserves	4,091.91	4,091.91	4,091.91	4,091.91
	<b>8,885.48</b>	<b>10,547.16</b>	<b>13,723.65</b>	<b>7,327.91</b>

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### CASH/BANK RECONCILIATION AS AT - 19 September 2018

#### CASH

Balance Brought Forward 01/04/18	
Community Account	4,063.31
Business Premium Account	4,822.17
Plus Receipts	7,837.43
	<u>16,722.91</u>
Less Payments	2,999.26
Balance Carried Forward 19/09/18	<u><u>13,723.65</u></u>

#### BANK (Barclays)

<b>Business Premium Account</b>	4,824.57	03/07/18
Add income/transfer received since above Statement		
	<u>0.00</u>	
Less unrepresented cheques	<u>0.00</u>	
	<u>0.00</u>	4,824.57 19/09/18
<b>Community Account</b>	6,215.02	07/08/18
Add income received since above Statement		
	<u>3,672.50</u>	
Less unrepresented cheques/ Transfer		
For Approval	<u>-988.44</u>	
	<u>-988.44</u>	8,899.08 19/09/18
<b>Total Bank Balances 19/09/18</b>	<u><u>13,723.65</u></u>	

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### APPENDIX B

#### CORRESPONDENCE

##### **Cheshire Association of Local Councils (ChALC)**

- ChALC Weekly Bulletin - 12, 19, 26 July 2018; 3, 16, 23, 30 August 2018; 6 September 2018.
- Employment Survey.
- Vacancy - Temporary Finance Officer at Alsager Town Council.
- Information request to Local Council schemes supporting vulnerable residents.
- Cheshire West & Chester Council - Code of Conduct Training.

##### **Cheshire East Council**

- Traffic Management LAP Reports - 19, 26 July 2018; 2, 16, 23, 30 August 2018; 6 September 2018.
- Connected Communities Newsletter - July/August 2018; Call for articles September/October 2018.
- Neighbourhood Planning Fortnightly Update - 13, 27 July 2018; 10, 24 August 2018; 7 September 2018.
- Spatial Planning Update - June 2018.
- Calveley Regulation 16 Neighbourhood Plan Consultation - 09/07/18 - 24/08/18.
- Proposed Changes to Highways' Maintenance Priorities - Well Managed Highways Infrastructure Consultation - 05/07/18 - 27/08/18.
- Cheshire East to host first LGBT+ event in September.
- Invite to Afternoon Tea with the Mayor of Cheshire East Borough Council.
- Wrenbury Regulation 16 Neighbourhood Planning Consultation - 20/07/18 - 31/08/18.
- Cheshire East Cemeteries Strategy Consultation - 20/07/18 - 14/09/18.
- Moston Regulation 16 Neighbourhood Planning Consultation - 31/07/18 - 14/09/18.
- New Homes Bonus Community Fund.
- Know Your Numbers Week - Blood Pressure Testing.
- **Other Correspondence**
- Community & Voluntary Services - 06/07/18 - e-Bulletin; 20/07/18 - e-Bulletin; 07/08/18 - Spotlight e-Bulletin; 17/08/18 - e-Bulletin; 31/08/18 - e-Bulletin.
- Information Commissioner's Office - Newsletter - August 2018; September 2018.
- Age UK - Newsletter - July 2018; August 2018.
- United Utilities - Hosepipe ban starts 5th August, 2018.
- Ester McVey MP - Drop-in Event.
- United Utilities - Hosepipe ban cancelled.
- Healthwatch Cheshire East - Employment opportunity.
- Middlewich Neighbourhood Plan: Regulation 14 Consultation. (Closes 19/09/18)
- Healthwatch Cheshire East - Newsletter.
- North West Air Ambulance Charity - Brew with the Crew for North West Air Ambulance Charity.
- Healthwatch Cheshire East - Macmillan Coffee Morning - 28<sup>th</sup> September, 2018.

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### APPENDIX C

#### 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).	
18/0430M (04/02/18)	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.	10/09/18 - Approved with Conditions.
18/2705M (04/06/18)	Springfield Farm, Warford Lane, Great Warford. WA16 7AY	Erection of new agricultural storage shed.	
18/2821M (08/06/18)	Kelsall House Farm, Paddock Hill, Great Warford. WA16 7DJ	Single storey side extension to form a conservatory and removal of the existing gym and study to facilitate the extension.	01/08/18 - Approved with Conditions.
18/2980M (27/06/18)	11 Warford Crescent, Great Warford. SK9 7TW	Erection of single storey rear extension.	10/08/18 - Approved with Conditions.
18/3478M (13/07/18)	Land at Noahs Ark Lane, Great Warford.	Open fronted portal frame livestock building.	
18/3988M (12/08/18)	Antrobus New Hall Farm, Faulkners Lane, Mobberley, Cheshire. WA16 7AL	Alterations to vehicular and pedestrian entrance along with landscaping works.	

#### NEW PLANNING APPLICATION

Application Reference	Location	Proposed Development	Consultation Deadline
18/4486M (06/09/18)	Griffin House, Warford Hall Drive, Great Warford. SK9 7TR	Replacement of existing single storey orangery and bay with new brickwork orangery.	03/10/18