

# GREAT WARFORD PARISH COUNCIL

## AGENDA

### PARISH COUNCIL MEETING

**DATE: WEDNESDAY 16<sup>TH</sup> JANUARY, 2019**  
**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 21<sup>st</sup> November, 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.
6. **FINANCE** -
  - i) To receive and consider the Financial Statement 2018/19 as at 16<sup>th</sup> January, 2019. (Appendix A)
  - ii) To ratify the following payment -
    - a) Cheque No. 100507 K. Hall & Sons £74.68 Installation of Christmas Lights.
  - iii) To authorise the following payments -
    - a) Direct Debit E-ON £8.06 Electricity Charges - Nov. 2018.
    - b) Direct Debit E-ON £8.34 Electricity Charges - Dec. 2018.
    - c) Cheque No. 100508 Great Warford Baptist Chapel £20.00 Room Hire: 16/01/19.
    - d) Cheque No. 100509 E. M. Maddock £445.74 Salary: 01/12/18 - 31/01/19 & newsletter printing expenses.
    - e) Cheque No. 100510 H.M. Revenue & Customs £100.80 Employee Income Tax.
  - iv) To note the following receipts since the last meeting -
    - a) Barclays Bank plc £2.41 Gross Interest: 03/09/18 - 02/12/18.
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 - Concert tickets available.
    - b) E-ON - Notification of increase to electricity charges from 21/01/19.
    - c) ChALC - Notification of revised Salary Scales for 2019/20.
    - d) Cheshire East Council - Invitation to Town & Parish Council Conference - 29/01/19.
  - 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) Land at Lindow End - Update on terms of licence for maintenance of area.
  - v) Parish Speed Limit Review - Update on speed limit review activities.

# GREAT WARFORD PARISH COUNCIL

## AGENDA

**10. COMMUNITY -**

- i) Mary Dendy Playing Field - Update relating to fly tipping.
- ii) Parish Speed Watch - Update on Speed Watch activities.
- iii) Family Fun Day - To receive updates relating to the 2019 event.

**11. ASSETS -**

- i) Floral display planters - To receive update relating to replacement planters.
- ii) To authorise a review of the Asset Risk Assessment.

**12. INFORMATION HANDLING POLICIES -**

- i) To receive Personal Data Audit Questionnaires from Members.

**13. MATTERS FOR INCLUSION ON NEXT/FUTURE MEETING AGENDA -**

**14. DATE OF NEXT MEETING -** Wednesday 20<sup>th</sup> March, 2019 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.

**15. MATTERS FOR CONSIDERATION INCLUDING THOSE TRANSFERRED FROM ABOVE ITEMS -**

(as required)

- i) Clerk & Responsible Financial Officer - Annual Salary Review.

*E.M.Maddock*

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

Dated 10<sup>th</sup> January, 2019.

# GREAT WARFORD PARISH COUNCIL

## AGENDA

APPENDIX A

| Financial Statement - 2018/19 |  |                         |                            |                         |                         |
|-------------------------------|--|-------------------------|----------------------------|-------------------------|-------------------------|
| as at 16 January 2019         |  |                         |                            |                         |                         |
| Actual<br>2017/18<br>£.       | Details                                    | 2018/19<br>Budget<br>£. | Actual to<br>Nov. 18<br>£. | Agenda<br>Jan. 19<br>£. | Budget<br>Balance<br>£. |
| <b>Receipts</b>               |  |                         |                            |                         |                         |
| 6,750.00                      | Precept                                    | 7,345.00                | 7,345.00                   |                         | 0.00                    |
| 0.00                          | Balances                                   | 2,050.00                | 0.00                       |                         | 0.00                    |
| 3.24                          | Investment Interest                        | 0.00                    | 4.81                       | 2.41                    | 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                    | 490.03                     |                         | 158.61                  |
| <b>8,078.43</b>               | <b>Total Receipts</b>                      | <b>9,395.00</b>         | <b>7,839.84</b>            | <b>2.41</b>             | <b>158.61</b>           |
| <b>Payments</b>               |  |                         |                            |                         |                         |
| 3,225.81                      | Salary (Clerk)                             | 3,000.00                | 2,018.16                   | 504.54                  | 477.30                  |
| 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                  | 450.00                     |                         | -150.00                 |
| 332.50                        | Transparency Code Compliance               | 0.00                    | 0.00                       |                         | 0.00                    |
| 81.61                         | Street Lighting Electric & Repairs         | 220.00                  | 61.53                      | 15.62                   | 142.85                  |
| 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                  | 80.00                      | 20.00                   | 100.00                  |
| 144.67                        | Christmas Tree & Lighting                  | 180.00                  | 105.69                     | 74.68                   | -0.37                   |
| 300.00                        | Parish Maintenance                         | 800.00                  | 61.01                      |                         | 738.99                  |
| 1,264.18                      | Asset Purchase                             | 2,400.00                | 45.00                      |                         | 2,355.00                |
| 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                      | 42.00                   | 595.50                  |
| 490.03                        | V.A.T.                                     |                         | 157.83                     | 0.78                    |                         |
| <b>8,170.32</b>               | <b>Total Payments</b>                      | <b>9,395.00</b>         | <b>3,721.03</b>            | <b>657.62</b>           | <b>5,174.96</b>         |

| Cash/Bank Reconciliation   | 01/04/18        | 21/11/18         | 16/01/19         | 31/03/19        |
|----------------------------|-----------------|------------------|------------------|-----------------|
| Balance B/Fwd.             | 8,885.48        | 8,885.48         | 13,004.29        | 12,349.08       |
| Add Total Receipts         | 0.00            | 7,839.84         | 2.41             | 158.61          |
| Less Total Payments        | 0.00            | -3,721.03        | -657.62          | -5,174.96       |
| <b>Balance C/Fwd.</b>      | <b>8,885.48</b> | <b>13,004.29</b> | <b>12,349.08</b> | <b>7,332.73</b> |
| <b>Cumulative Balances</b> |                 |                  |                  |                 |
|                            | <b>Balance</b>  | <b>Balance</b>   | <b>Balance</b>   | <b>Balance</b>  |
|                            | <b>01/04/18</b> | <b>21/11/18</b>  | <b>16/01/19</b>  | <b>31/03/19</b> |
| General Funds              | 4,793.57        | 8,912.38         | 8,357.17         | 3,340.82        |
| Earmarked Reserves         | 4,091.91        | 4,091.91         | 3,991.91         | 3,991.91        |
|                            | <b>8,885.48</b> | <b>13,004.29</b> | <b>12,349.08</b> | <b>7,332.73</b> |

# GREAT WARFORD PARISH COUNCIL

## AGENDA

### CASH/BANK RECONCILIATION AS AT - 16 January 2019

#### CASH

|                                  |                  |
|----------------------------------|------------------|
| Balance Brought Forward 01/04/18 |                  |
| Community Account                | 4,063.31         |
| Business Premium Account         | 4,822.17         |
| Plus Receipts                    | 7,842.25         |
|                                  | <hr/>            |
|                                  | 16,727.73        |
| Less Payments                    | 4,378.65         |
| Balance Carried Forward 16/01/19 | <hr/> <hr/>      |
|                                  | <b>12,349.08</b> |

#### BANK (Barclays)

|  |                  |                   |
|--|------------------|-------------------|
| <b>Business Premium Account</b>                    | 4,829.39         | 03/12/18          |
| Add income/transfer received since above Statement |                  |                   |
|  | <hr/>            |                   |
|  | 0.00             |                   |
| Less unrepresented cheques                         |                  |                   |
|  | <hr/>            |                   |
|  | 0.00             |                   |
|  | <hr/>            |                   |
|  | 0.00             | 4,829.39 16/01/19 |
| <b>Community Account</b>                           | 8,122.63         | 07/12/18          |
| Add income received since above Statement          |                  |                   |
|  | <hr/>            |                   |
|  | 0.00             |                   |
|  |                  | 0.00              |
| Less unrepresented cheques/ Transfer               |                  |                   |
| Approved   | -20.00           |                   |
| For Approval                                       | -657.62          |                   |
| Less Payment already made                          | <hr/>            |                   |
|  | 74.68            |                   |
|  | <hr/>            |                   |
|  | -602.94          | 7,519.69 16/01/19 |
| <b>Total Bank Balances 16/01/19</b>                | <hr/> <hr/>      |                   |
|  | <b>12,349.08</b> |                   |

# GREAT WARFORD PARISH COUNCIL

## AGENDA

APPENDIX B

### CORRESPONDENCE

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

- ChALC Weekly Bulletin - 15, 19 (reissue); 22, 29 November 2018; 6, 13, 20 December 2018.
- Invitation to Police & Crime Commissioner Meeting - 19<sup>th</sup> December, 2018.
- Temporary Clerk Position.
- Christmas e-Card from the Mayor of Cheshire East Council.
- Royal Garden Party 2019.

#### **Cheshire East Council**

- Traffic Management LAP Reports - 15, 22, 29 November 2018; 6, 13, 20 December 2018; 3 January 2019.
- Connected Communities Newsletter - December 2018.
- Spatial Planning Update - November 2018.
- Sky TV looking for closed civic buildings for filming.
- Review of s106 legal agreement with Manchester Airport.
- Local Information - Congleton.
- Waste collection service reorganisation consultation. (Closes 07/01/19)
- Changes to administration within Partnerships and Communities Team.
- Local Information - Cheshire East Council Consultations.
- Holocaust Memorial Service - 25<sup>th</sup> January, 2019.
- Examiner's report on the draft Cheshire East Council Community Infrastructure Levy Charging Schedule.

#### **Other Correspondence**

- Cheshire Police - 03/01/19 - Stakeholder Bulletin.
- Manchester Airport - 18/12/18 - Seasons Greetings.
- Community & Voluntary Services - 13/11/18 - GRIPP Digital Spotlight Seminar Series; 23/11/18 - e-Bulletin; 03/12/18 - GRIPP Digital Seminar - Resources; 17/12/18 - e-Bulletin; 03/01/19 - Training News.
- Information Commissioner's Office - Newsletter - December 2018.
- Age UK - Newsletter - November 2018.
- Zurich Insurance - Notification of data breach.
- East Cheshire Hospice - Christmas Tree Collection Service.
- Alderley Edge Parish Council - Neighbourhood Plan update.
- Town & Parish Council Websites - Newsletter.
- Civic Voice - Building Better Commission Review.
- United Utilities - Heard of our Priority Services Register?

# GREAT WARFORD PARISH COUNCIL

## AGENDA

### APPENDIX C

#### OUTSTANDING PLANNING APPLICATIONS & RECENT PLANNING DECISIONS

| Application Reference  | Location  | Proposed Development  | Cheshire East Council Decision |
|------------------------|---|---|--------------------------------|
| 17/2241M<br>(05/05/17) | Health Club and Spa, Faulkners Lane, Great Warford. WA16 7RN          | 2 air-conditioning units to roof of health club (retrospective).  |                                |
| 18/3988M<br>(12/08/18) | Antrobus New Hall Farm, Faulkners Lane, Mobberley, Cheshire. WA16 7AL | Alterations to vehicular and pedestrian entrance along with landscaping works.  |                                |
| 18/5602M<br>(12/11/18) | Sandpit Farm, Chelford Road, Great Warford. SK9 7TL                   | Erection of agricultural building and the extension of the existing farm track and hardstanding to provide access.  |                                |
| 18/5886M<br>(30/11/18) | 6 Coniston Close, Great Warford. SK9 7WD                              | To replace existing concrete block paving driveway and paved pathways at front of property with new natural sandstone paved driveway. Install linear drainage across front of garage to access existing adjacent rainwater drain. |                                |

#### NEW PLANNING APPLICATIONS

| Application Reference  | Location                                | Proposed Development   | Comments Deadline |
|------------------------|---|--|-------------------|
| 18/6016M<br>(20/12/18) | Land off Noahs Ark Lane, Great Warford. | Proposed dwelling for farm worker.                               | 23/01/19          |
| 18/6245M<br>(20/12/18) | Land off Ancoats Lane, Mobberley.       | Outline application for permanent agricultural workers dwelling. | 23/01/19          |