

GREAT WARFORD PARISH COUNCIL

AGENDA

PARISH COUNCIL MEETING

DATE: WEDNESDAY 18TH JULY, 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 Annual Parish Council meeting held 16th May, 2018 as a correct record and authorise signing by the Chairman.
- ii) To confirm the Minutes of the Annual Parish Meeting held 16th May, 2018 as a correct record.

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 18th July, 2018. (Appendix A)
- ii) To authorise the following payments -

a) Bank Charge	Barclays Bank plc.	£12.50	Charge: Stopped Cheque.
b) Direct Debit	Information Commissioners Office	£35.00	Data Protection Fee 2018/19.
c) Direct Debit	E-ON	£8.34	Electricity Charges - May, 2018.
d) Direct Debit	E-ON	£8.06	Electricity Charges - June, 2018.
e) Cheque No. 100495	E. M. Maddock	£411.34	Salary: 01/06/18 - 31/07/18.
f) Cheque No. 100496	H.M. Revenue & Customs	£103.00	Employee Income Tax.
- iii) To note the following receipts since the last meeting - None.
- iv) To receive the Internal Audit Action Plan 2017/18.

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 - Draft Noise Action Plan (2019-2023) Consultation.
 - b) Cheshire East Council - Town & Parish Council Conference - 26th September, 2018.
 - c) Cheshire East Council - Proposed Changes to Highways' Maintenance Priorities - Well Managed Highways Infrastructure Consultation - 05/07/18 - 27/08/18.
- 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.

10. COMMUNITY -

- i) Mary Dendy Playing Field - Update relating to fly tipping and dog fouling.
- ii) Parish Speed Watch - Update on setting up 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.

GREAT WARFORD PARISH COUNCIL

AGENDA

v) Newsletter - To consider content for next Parish Council newsletter.

11. ASSETS -

- i) To consider insurance provision in respect of the Best Kept Village Plaques.
- ii) Website GDPR Audit - To receive and consider the website GDPR Audit Report.

12. INFORMATION HANDLING POLICIES -

- i) To consider and adopt (subject to inclusion of bespoke particulars) the following documents -
 - a) General Data Protection Regulations (GDPR) -
 - i) Privacy Notice - staff, councillors and role holders.
 - ii) Privacy Notice - general.
 - iii) Privacy Policy.
 - iv) Subject access policy and template response letters.
 - b) Information and Data Retention and Disposal Policy.
 - c) Freedom of Information Publication Scheme.

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 19th September, 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 CiLCA (Dist.),
Clerk & Responsible Financial Officer.

Dated 11th July, 2018.

GREAT WARFORD PARISH COUNCIL

AGENDA

APPENDIX A

Financial Statement - 2018/19					
as at 18 July 2018					
Actual 2017/18 £.	Details	2018/19 Budget £.	Actual to May 18 £.	Agenda Jul. 18 £.	Budget Balance £.
Receipts					
6,750.00	Precept	7,345.00	3,672.50		3,672.50
0.00	Balances	2,050.00	0.00		0.00
3.24	Investment Interest	0.00	0.00		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		59.90
8,078.43	Total Receipts	9,395.00	3,672.50	0.00	3,732.40
Payments					
3,225.81	Salary (Clerk)	3,000.00	494.66	514.34	1,991.00
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		150.00
332.50	Transparency Code Compliance	0.00	0.00		0.00
81.61	Street Lighting Electric & Repairs	220.00	14.41	15.62	189.97
70.00	Training	160.00	0.00		160.00
279.70	Subscription/Affiliation/Registration Fees	310.00	251.12	35.00	23.88
160.00	Room Hire	200.00	20.00		180.00
144.67	Christmas Tree & Lighting	180.00	0.00		180.00
300.00	Parish Maintenance	800.00	0.00		800.00
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	0.00	12.50	637.50
490.03	V.A.T.		59.12	0.78	
8,170.32	Total Payments	9,395.00	1,432.50	578.24	7,444.16

Cash/Bank Reconciliation	01/04/18	16/05/18	18/07/18	31/03/19
Balance B/Fwd.	8,885.48	8,885.48	11,125.48	10,547.24
Add Total Receipts	0.00	3,672.50	0.00	3,732.40
Less Total Payments	0.00	-1,432.50	-578.24	-7,444.16
Balance C/Fwd.	8,885.48	11,125.48	10,547.24	6,835.48
Cumulative Balances				
	Balance	Balance	Balance	Balance
	01/04/18	16/05/18	18/07/18	31/03/19
General Funds	4,793.57	7,033.57	6,455.33	2,743.57
Earmarked Reserves	4,091.91	4,091.91	4,091.91	4,091.91
	8,885.48	11,125.48	10,547.24	6,835.48

GREAT WARFORD PARISH COUNCIL

AGENDA

CASH/BANK RECONCILIATION AS AT - 18 July 2018

CASH

Balance Brought Forward 01/04/18	
Community Account	4,063.31
Business Premium Account	4,822.17
Plus Receipts	3,672.50
	<hr/>
	12,557.98
Less Payments	2,010.74
Balance Carried Forward 18/07/18	<hr/> <hr/>
	10,547.24

BANK (Barclays)

Business Premium Account	4,822.17	03/04/18
Add income/transfer received since above Statement		
	<hr/>	
	0.00	
Less unrepresented cheques		
	<hr/>	
	0.00	
	<hr/>	
	0.00	4,822.17 18/07/18
Community Account	6,426.21	07/06/18
Add income received since above Statement		
	<hr/>	
	0.00	
		0.00
Less unrepresented cheques/ Transfer		
Approved	-170.40	
For Approval	-578.24	
Less payments already issued	<hr/>	
	47.50	
	<hr/>	
	-701.14	5,725.07 18/07/18
Total Bank Balances 18/07/18	<hr/> <hr/>	
	10,547.24	

GREAT WARFORD PARISH COUNCIL

AGENDA

APPENDIX B

CORRESPONDENCE

Cheshire Association of Local Councils (ChALC)

- ChALC Weekly Bulletin - 10, 17, 24, 31 May 2018; 7, 14, 21, 28 June 2018; 5 July 2018.
- Self Care Workshop - 5th June, 2018.
- Being a good Councillor Training - 28th June, 2018.
- Police & Crime Commissioner - Volunteering Opportunities with Cheshire Police.
- NALC Newsletter.
- Cheshire and Warrington Local Enterprise Partnership draft Transport Strategy consultation event - 12th June, 2018.
- Reminder: Update on the future for Cheshire Archives - 10th July, 2018.
- Feedback from Cheshire and Warrington Local Enterprise Partnership Transport Strategy Consultation meeting.

Cheshire East Council

- Traffic Management LAP Reports - 10, 17, 24, 31 May 2018; 7, 21, 28 June 2018; 5 July 2018.
- Connected Communities Newsletter - May/June 2018; Call for articles July/August 2018.
- Neighbourhood Planning Fortnightly Update - 1, 15, 29 June 2018.
- Spatial Planning Update - June 2018.
- Changes to comments on planning applications on Cheshire East Council website.
- Cheshire East Reflects Engagement - Armistice Weekend Events.
- Live Well Cheshire East.

Other Correspondence

- Community & Voluntary Services - 25/05/18 - e-Bulletin; 08/06/18 - e-Bulletin; 22/06/18 - e-Bulletin.
- Manchester Airport - Express Drop-Off Arrangement update.
- Information Commissioner's Office - Newsletter - June 2018; July 2018.
- Age UK - Newsletter - May 2018; June 2018.
- Alderley Edge Parish Council - Civic Service Invitation.

GREAT WARFORD PARISH COUNCIL

AGENDA

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.	
18/0754M (15/02/18)	Land adjoining Noahs Ark Lane, Noahs Ark Lane, Great Warford. WA16 7BD	Outline planning permission for an agricultural workers dwelling.	25/05/18 - Refused.
18/0878M (07/03/18)	Land at Noahs Ark Lane, Great Warford.	General purpose agricultural livestock building.	14/06/18 - Withdrawn.
18/0888M (23/02/18)	Land adjoining Ancoats Lane, Mobberley, Cheshire.	General purpose agricultural storage building.	30/05/18 - Approved with Conditions.
18/1773M (11/04/18)	Tall Trees, Chelford Road, Great Warford. SK9 7TL	Demolition of existing garage and erection of new garage.	06/06/18 - Approved with Conditions.
18/1840M (24/04/18)	The Birches, 10 Faulkners Lane, Great Warford. WA16 7AN	Erection of single storey rear extension.	14/06/18 - Approved with Conditions.
18/2006M (23/04/18)	Steeles House, Merrymans Lane, Great Warford. SK9 7TP	Certificate of Lawful Proposed Use/Development: Existing C3 use of the land and buildings. Proposed extensions fall within GDPO 2015 as amended.	20/06/18 - Positive Certificate.
18/2159M (02/05/18)	Griffin House, Warford Hall Drive, Great Warford. SK9 7TR	New garden wall to boundary.	27/06/18 - Approved with Conditions.

NEW PLANNING APPLICATIONS

Application Reference	Location	Proposed Development	Consultation Deadline
18/2705M (04/06/18)	Springfield Farm, Warford Lane, Great Warford. WA16 7AY	Erection of new agricultural storage shed.	27/06/18
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.	04/07/18
18/2980M (27/06/18)	11 Warford Crescent, Great Warford. SK9 7TW	Erection of single storey rear extension.	25/07/18