

GREAT WARFORD PARISH COUNCIL

NOTICE OF PARISH COUNCIL MEETING

Date: Wednesday 10th August 2022

Time: 7:30p.m.

Venue: Great Warford Baptist Chapel, Merrymans Lane, Great Warford

E.M.Maddock

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

Dated 4th August, 2022

In order to keep councillors and other members of the public safe, please do not attend the meeting if you are feeling unwell for any reason or if you have been in contact with anyone who has Covid or Covid symptoms.

All attendees will be expected to respect social distancing preferences of other attendees.

Government guidance available at: <https://www.gov.uk/guidance/people-with-symptoms-of-a-respiratory-infection-including-covid-19>

AGENDA

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. Public Forum for Questions**
- 4. Reports from External Organisations**
 - (a) Cheshire East Ward Member Cllr. C. Leach - Report on items of interest to the Parish Council.
 - (b) High Legh & Mobberley Wards Policing Team - Report on matters of interest / concern within the Parish.
- 5. Minutes** -
 - (a) To approve the Minutes of the Parish Council meeting held 15th June, 2022 as a correct record.
- 6. Finance**
 - (a) To receive and consider the Financial Statement 2022/23 as at 10th August, 2022. (Appendix A)
 - (b) To note receipts as listed at Appendix B.
 - (c) To approve the payments listed at Appendix C.
 - (d) To authorise transfer of funds from the current account to the business reserve account.

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7. Planning

- (a) To receive and note latest planning decisions issued by Cheshire East Council in respect of development within the Parish. (Appendix D)
- (b) To consider the following planning applications:
 - i. 22/2391D - Old Stone, Faulkners Lane, Mobberley. WA16 7AL
Discharge of condition 4 on 21/3814M - Proposed single storey rear extension, replacement windows and demolition of existing stables and replacement garden building.
[Link to information: <https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=22/2391D&row=5&query=a2486636a63c479e98fabbd784637b23&from=i>]
 - ii. 22/2543D - Heathgate, Merrymans Lane, Great Warford. SK9 7TP
Discharge of condition 6 on approval 21/4656M for replacement dwelling.
[Link to information: <https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=22/2543D&row=4&query=a2486636a63c479e98fabbd784637b23&from=i>]
 - iii. 22/2568M - Moss Cottage, Merrymans Lane, Great Warford. SK9 7TN
Single storey extension to rear, dormer extensions to the rear.
[Link to information: <https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=22/2568M&row=3&query=a2486636a63c479e98fabbd784637b23&from=i>]
 - iv. 22/2940M - 3 Derwent Way, Great Warford. SK9 7WE
Non-material amendment to application 21/2602M.
[Link to information: <https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=22/2940M&row=2&query=a2486636a63c479e98fabbd784637b23&from=i>]
 - v. 22/3074M - The Headmasters House, Warford Park, Faulkners Lane, Great Warford. WA16 7RJ
Alterations to front elevation to introduce central feature to enable new stair to existing loft rooms, and bay feature to right hand side to balance the existing bay on the left hand side.
[Link to information: <https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=22/3074M&row=1&query=a2486636a63c479e98fabbd784637b23&from=i>]
 - vi. Any applications received following issue of Agenda may be included for discussion if required.

8. Highway Maintenance and Enhancements

- (a) To receive updates relating to highway maintenance issues reported to Cheshire East Council following recent surveys and reports.
- (b) To receive an update relating to the flood at Warford Lane.
- (c) To receive a report on locations of blocked gullies within the Parish requiring attention.
- (d) To receive further highway maintenance matters for attention from Members.
- (e) Re-launch of Local Highways Services
 - i. To receive an update regarding the re-launch of the local highways services.
 - ii. To determine five highway priorities for the Parish for submission to the Highway Engagement Survey.

9. Correspondence

- (a) To consider 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:
 - i. Nether Alderley Parish Council - Proposal to develop local cluster group.

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- ii. ChALC - Briefing notes on Biodiversity Net Gain and the Levelling Up Bill.
- iii. Cheshire East Council - Road closure: Ancoats Lane - 24/08/22 - 06/09/22.
- iv. Cheshire East Council - Road closure: Mill Lane - 25-26/08/22.
- v. Cheshire East Council - Road closure: Ancoats Lane - 07/09/22.
- vi. Great Warford Residents Group - Minutes of AGM & Notice of 'Meet the Neighbours' event.

10. Community matters

- (a) To receive an update relating to community speed watch.
- (b) To receive an update relating to unauthorised signs and activities in vicinity of Mary Dendy Playing Field.
- (c) To receive an update relating to the refurbishment of the telephone kiosk.

11. Review of Parish Council Policies

- (a) To consider and approve recommended amendments (listed at Appendix E) to the following policies:
 - i. Standing Orders
 - ii. Financial Regulations
 - iii. Data Retention and Disposal Policy
 - iv. Information available from Great Warford Parish Council under the model publication scheme
 - v. Privacy Notice - General
 - vi. Privacy Notice - Staff, councillors and role holders
 - vii. Subject Access Policy
 - viii. Data Breach Policy
 - ix. Media and Communications Policy

12. Matters for inclusion on next/future meeting agenda

- (a) To consider possible uses for the Community Infrastructure Levy received.

13. Date of next meeting - 21st September, 2022 at 7:30p.m.

To consider passing a resolution under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 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 4th August, 2022

For further information and copy agenda please contact:
Tel: 01477 571444 Email: clerk.greatwarfordpc@gmail.com

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APPENDIX A

Financial Statement - 2022/23					
as at 10th August, 2022					
Actual 2021/22 £.	Details	2022/23 Budget £.	Actual to Jun. 22 £.	Agenda Aug. 22 £.	Budget Balance £.
Receipts					
9,062.00	Precept	9,196.00	4,598.00		4,598.00
0.00	Balances	2,854.00	0.00		0.00
0.48	Investment Interest	0.00	0.00	0.36	0.00
0.00	Sale of Assets	0.00	0.00		0.00
0.00	Community Infrastructure Levy	0.00	0.00	1,723.51	0.00
40.00	Grants, Donations, Refunds & Unpresented chqs	0.00	0.00		0.00
167.99	V.A.T. Refund	0.00	514.79		41.68
9,270.47	Total Receipts	12,050.00	5,112.79	1,723.87	4,639.68
Payments					
3,434.60	Salary (Clerk)	3,689.00	725.88	595.84	2,367.28
0.00	National Insurance (Employer)	0.00	0.00		0.00
379.29	Administration & Employment Expenses	600.00	0.00		600.00
0.00	Member Allowances	0.00	0.00		0.00
168.00	Audit Fees (internal & external)	180.00	180.00		0.00
229.60	Insurance	250.00	264.00		-14.00
0.00	Website	20.00	0.00	23.98	-3.98
91.22	Street Lighting Electric & Repairs	530.00	17.51		512.49
0.00	Training	210.00	0.00		210.00
324.28	Subscription/Affiliation/Registration Fees	386.00	277.12		108.88
60.00	Room Hire	230.00	40.00	20.00	170.00
224.79	Christmas Tree & Lighting	250.00	0.00		250.00
513.30	Parish Maintenance	480.00	0.00		480.00
1,534.40	Asset Purchase	600.00	0.00		600.00
130.00	Asset Maintenance	3,175.00	0.00		3,175.00
235.52	Newsletter	750.00	0.00		750.00
0.00	Sect. 137 payments	200.00	350.00		-150.00
0.00	Contingency	500.00	0.00		500.00
514.79	V.A.T.		36.88	4.80	
7,839.79	Total Payments	12,050.00	1,891.39	644.62	9,555.67

Cash/Bank Reconciliation	01/04/22	15/06/22	10/08/22	31/03/23
Balance B/Fwd.	16,865.54	16,865.54	20,086.94	21,166.19
Add Total Receipts	12,050.00	5,112.79	1,723.87	4,639.68
Less Total Payments	-12,050.00	-1,891.39	-644.62	-9,555.67
Balance C/Fwd.	16,865.54	20,086.94	21,166.19	16,250.20
Cumulative Balances				
	Balance	Balance	Balance	Balance
	01/04/22	15/06/22	10/08/22	31/03/23
General Funds	9,098.54	12,669.94	13,749.19	8,833.20
Earmarked Reserves	7,767.00	7,417.00	7,417.00	7,417.00
	16,865.54	20,086.94	21,166.19	16,250.20

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CASH/BANK RECONCILIATION AS AT - 10th August 2022

CASH

Balance Brought Forward 01/04/22		
Community Account	12,022.12	
Business Premium Account	4,843.42	
Plus Receipts	6,836.66	
	23,702.20	
Less Payments	2,536.01	
Balance Carried Forward 10/08/22	21,166.19	

BANK (Barclays)

Business Premium Account	4,843.78		01/07/22
Add income/transfer received since above Statement	0.00		
Less unrepresented cheques	0.00	0.00	
		4,843.78	10/08/22
 Community Account	 16,987.03		 07/07/22
Add income received since above Statement	0.00	0.00	
Less unrepresented cheques/ Transfer	Approved -20.00 For approval -644.62 <u>-664.62</u>	16,322.41	10/08/22
 Total Bank Balances 10/08/22		21,166.19	

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APPENDIX B

Receipts

- | | | |
|----------------------------------|-----------|--------------------------------------|
| a. Barclays Bank plc. | £0.36 | Gross interest - 07/03/22 - 05/06/22 |
| b. Cheshire East Borough Council | £1,723.51 | Community Infrastructure Levy |

APPENDIX C

Payments for approval

- | | | | |
|---------------------|------------------------------|---------|---------------------------------|
| a. Cheque No 100599 | E. M. Maddock | £505.82 | Salary: June-July 22 & expenses |
| b. Cheque No 100600 | H. M. Revenue & Customs | £118.80 | Employee income tax |
| c. Cheque No 100601 | Great Warford Baptist Chapel | £20.00 | Room hire (10/08/22) |

APPENDIX D

Outstanding planning applications & recent planning decisions

- 18/3275M - 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.
DECISION STATUS - Undecided
- 20/1503M - Cheshire Health Club and Spa, Warford Park, Faulkners Lane, Great Warford.
Construction of single storey extension with 2 roof lanterns, new entrance, replacement timber wall cladding, proposed new replacement windows, proposed new window openings and windows, construction of ventilation / air conditioning systems to flat roof with screening, insertion of roof skylights, insertion of new door for maintenance and cleaning access on existing flat roof.
DECISION STATUS - Undecided
- 20/2813M - Health Club & Spa, Faulkners Lane, Great Warford. WA16 7RN
New access.
DECISION STATUS - Refused (15/07/22)
- 21/0806M - Croft Cottage, Chelford Road, Great Warford. SK9 7TL
Single storey extension to rear, new outbuilding, alterations to existing conservatory and installation of a wooded framed canopy.
DECISION STATUS - Undecided
- 21/2388M - Warford Grange Farm, Pedley House Lane, Great Warford. WA16 7SP
Variation of Condition 8 on approval 19/0563M for demolition of existing residential dwelling & associated outbuildings and development of a replacement dwelling with alteration to existing private access road.
DECISION STATUS - Undecided
- 21/2940M - Warford Hall, Warford Hall Drive, Great Warford. SK9 7TP
Proposed single storey extension to rear of existing dwelling with associated pool.
DECISION STATUS - Undecided
- 21/3027M - Warford Hall, Warford Hall Drive, Great Warford. SK9 7TP
Change of use - Convert existing stables and barns from ancillary office and guest accommodation to create 6 no. residential dwellings, together with single storey extension to existing former stables building (same footprint as previous building on the site) and

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external alterations to existing detached Oak framed barn in association with its conversion to a dwelling.

DECISION STATUS - Undecided

- 21/3594M - Jennings Farm, Chelford Road, Soss Moss, Nether Alderley. SK10 4TU
S106 - Release from legal obligation on planning permission 82291P.
DECISION STATUS - Undecided
- 21/4496D - Fields View Farm, Land adjoining Ancoats Lane, Great Warford.
Discharge of conditions 3 & 7 on application 20/1533M - Farm managers dwelling (permanent).
DECISION STATUS - Undecided
- 21/4740M - High Noon, Ancoats Lane, Great Warford. WA16 7AT
Demolition of existing buildings and erection of 5 number dwellings.
DECISION STATUS - Undecided
- 21/5394M - Carlisle House, Knutsford Road, Knolls Green, Mobberley. WA16 7BA
Construction of a dwelling on land south of Carlisle House with associated access and landscaping.
DECISION STATUS - Undecided
- 21/5399M - Coach House, Faulkners Lane, Great Warford. WA16 7AW
3 Stable block plus 2 outbuildings for feed storage tack and associated equipment one of which is currently the only existing stable - no change of use required sits in paddock of app 3/4 acre.
DECISION STATUS - Undecided
- 21/5713M - Croft Cottage, Chelford Road, Great Warford. SK9 7TL
Certificate of lawful existing use of land to the rear of Croft Cottage as garden.
DECISION STATUS - Undecided
- 22/0234M - Primrose Farm, Noahs Ark Lane, Mobberley. WA16 7AX
Erection of steel portal frame building for storage of hay for use by the cattle on the farm. Size of building 36m long, 15m wide, 6m high to the eaves. The building will be clad on 1 side and 2 ends to the floor with juniper green box profile sheets and grey fibre cement roof.
DECISION STATUS - Undecided
- 22/0434M - Dovedale, Chelford Road, Great Warford. SK9 7TL
Two storey and first floor extension to east elevation, amendment to front gable, canopy over front entrance and new access point.
DECISION STATUS - Undecided
- 22/0971M - Blossom House, Chelford Road, Alderley Edge. SK9 7TL
Proposed conservatory, porch, detached garage and relocation of existing store.
DECISION STATUS - Undecided
- 22/1151M - Brookfield Farm, Ancoats Lane, Great Warford. SK9 7TT
Equestrian storage building and horse walker (retrospective).
DECISION STATUS - Approved with conditions (11/07/22)
- 22/1671M - 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.
DECISION STATUS - Undecided

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22/1789M - 8 Noon Sun Farm, Noahs Ark Lane, Great Warford. WA16 7AU
Single storey rear extension.
DECISION STATUS - Approved with conditions (04/08/22)

APPENDIX E

Review of parish council policies

[Copies of draft policies available at: <http://www.greatwarfordpc.org.uk/community/great-warford-parish-council-18653/policies/>]

Policy: Standing Orders

Recommended update: Adopt the new model document (inclusive of previously included additional local clauses).

Reason for recommended update: To demonstrate Parish Council is operating in accordance with latest national policy recommendations.

Policy: Financial Regulations

Recommended update: Adopt the new model document.

Reason for recommended update: To demonstrate Parish Council is operating in accordance with latest national policy recommendations.

Policy: Information and Data Retention and Disposal Policy

Recommended update: Page 4, table 2: Delete row 13

Reason for recommended update: To remove duplicate information.

Policy: Information available from Great Warford Parish Council under the model publication scheme

Recommended update: None

Reason for recommended update: N/A

Policy: Privacy Notice - General

Recommended update: Page 1 - "Where you pay for activities such as use of a council hall...."

Recommend substituting 'use of a council hall' for 'the hiring of council facilities'.

Reason for recommended update: To make the policy more relevant.

Policy: Privacy Notice - staff, councillors and role holders

Recommended update: None

Reason for recommended update: N/A

Policy: Subject access policy

Recommended update: Redrafting of policy.

Reason for recommended update: To make the policy more relevant and concise.

Policy: Data breach policy

Recommended update: Adopt new additional policy.

Reason for recommended update: To provide clear process for dealing with data breaches.

Policy: Media and communications policy

Recommended update: Adopt new additional policy.

Reason for recommended update: To provide clear process for dealing with media and communication matters.