

Nether Alderley Parish Council

Clerk: Mr D Naylor
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SK10 2TZ
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5th October 2024

Meeting Summons

Dear Councillors

I hereby give notice that the Parish Council Meeting will be held at the Glass House Alderley Park.

Wednesday 9th October 2024 at 1.30pm

All members of the Council are hereby summoned for the purpose of discussing and resolving upon the business to be transacted at the Meeting as set out hereunder.



David Naylor
Clerk to Nether Alderley Parish Council

Nether Alderley Parish Council Meeting

Wednesday 9th October 2024

AGENDA

1. To receive apologies for absence.
2. **To receive Declarations of Interests**
 - 2.1 To declare disclosable pecuniary interests (Councillors with disclosable pecuniary interest(s) must leave the room for the relevant items).
 - 2.2 To declare interests conflicting with the Nolan principles/non-pecuniary interests.
 - 2.3 To allow Councillors to consider amendments required to their Declaration of Pecuniary Interest forms.
3. **To consider and approve Applications for Dispensations**
4. **To resolve to approve that the Minutes of the Parish Council Meeting** held on 10th September 2024 as a true and accurate record.
5. **Public Presentation**

To adjourn the meeting to receive representation from members of the Nether Alderley Parish.

To resume the meeting.
6. **Clerk's Retirement 30th April 2025.** Further to the email to all members the Clerk will be retiring at the end of next April.
7. **The October Quarterly Balance and Cost and Resources Projection for the Parish Hall Renovation. Enclosure 1 in the Agenda Documents Pack.**
8. **Parish Hall Renovation Progress** – Including final decisions on window blind material and finishes.

An update will be provided at the meeting reflecting the Site Progress Meeting held on the morning of this Council meeting. A significant issue at the moment is addressing the repairs to joist ends (due to rot), its lead time and the drying time for the lime plaster following the repairs. There will also be feedback from a meeting with the Architect held on Tuesday 1st October with a representative of a lime plaster supplier concerning the use of an alternate lime based product with quicker drying time which could also be used in the kitchen. The supplier may also be able to help with the stripping the kitchen walls of their layers of paint prior to the application of lime plaster.

There also appears to be a cost projection mismatch between the QS' last report and B&E Boys cost projection. This will be resolved at the Site Progress Meeting with a clear projection of final cost and a clear projection of the use of PC sums and Contingencies and the likely underspend on these sums which will help to reduce the contract cost.

Copies of the Progress Reports presented to the Site Progress Meeting will be available at the Council meeting to discuss and display on the AV system.

The Table of meetings is shown below: Site visits (which all councillors can attend) are usually held weekly on Tuesdays at 9.00am except on Site Progress meeting days when they will precede the Site Progress Meeting.

The Site Progress Meeting dates are shown below.

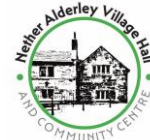
- Site Progress Meeting 05: Wednesday 9th October 2024, 10:00 am
- Site Progress Meeting 06: Tuesday 5th November 2024, 10:00 am

9. New Just Giving Page: This has been added to the Parish Council's Website and Facebook sites and the Newsletter with the new Parish Hall Logo. The aim is to raise funds to provide tables, chairs and blinds at the Parish Hall.

This is QR Code Link to Just Giving Page:



This is the Logo



No funding has yet been received but a company based in Alderley Edge has requested from the Clerk the Council's bank details with the aim of making a donation. The amount will be reported when received.

10. VAT. The Clerk has signed up through the Government Gateway for Making Tax Digital. This will expedite the reclaim of VAT (and payment of VAT in due course). The claims for June and July have been submitted via Scribe on the first day of the month following the monthly claim period. HMRC routinely check the first claim and have raised a number of questions which the Clerk has responded to, and requested assistance from the Steve Parkinson Partnership in providing that response. It concerns opting to tax on the Parish Hall and not making any exempt supplies. Making exempt supplies would have necessitated limiting the claims on the Parish Hall renovation costs based on the business and none business uses of the Hall. This is because of the support these renovation costs would provide to these uses. The Clerk's reply provided by Mr. Parkinson is in **Enclosure 2 in the Agenda Documents Pack**. The Clerk is awaiting a reply which will be reported to members. The submission of the, August and September VAT claims and the payment of the June claim is awaiting that reply. Payment for the July claim has been received.

11. Finance Schedule (Appendix A)

- 11.1 **To note receipt of income, as listed in schedule (A1)**
- 11.2 **To approve items for payments as listed in schedule (A2)**
- 11.3 **To approve direct debit/standing order as listed in schedule (A3)**
- 11.4 **To consider and approve the Clerk's expenses as listed in schedule (A4)**

12. Section 106 Claim from Cheshire East Council (£163,727) Progress Report.

Cheshire East Council's Section 106 Officer has now passed this to their legal section for them to draw up an agreement between Cheshire East Council and Nether Alderley Parish Council. It was necessary because CEC would be allocating the whole of the £163,727 plus interest to date to the Parish Council and needed to have a signed undertaking to ensure that it was spend only on this project. Obtaining the reasons for the delay has been very difficult from the S106 officer but the Clerk's enquiries have established that any planning associated payment above £100,000 requires the approval of the Environment and Communities Committee which is a executive committee. It met on Wednesday 25th September. Below is the reply from Tom Shuttleworth the Interim Director of Environment and Neighbourhood which will be followed up as necessary by the Clerk. It is imperative that this funding is in our bank account before the November Council meeting.

"Thanks for the email.

To confirm the Councils Environment and Communities Committee authorised yesterday the entry into a

grant funding agreement with Nether Alderley Parish Council as regards the works to the Parish Hall and for the full value of the s.106 monies.

The council's financial procedure rules dictate that due to the value which is above £100k we must seek committee approval for any transfer of funds to a third party.

The grant funding agreement is now being drafted and will be provided to the Parish Council for review and signature in the next week. I apologise for any delay with this process but I hope that this email provides the comfort required.

Best regards,

Tom Shuttleworth *Interim Director Environment and Neighbourhoods*

13. Neighbourhood Planning (NP) Progress. The Clerk had submitted the final versions of the NP and the Design Codes to Cheshire East Council's Neighbourhood Planning Team with a summary and actual copies of the Section 14 responses which have been addressed in this final NP version. The response from Cheshire East requires another piece of work alongside the NP, Design Codes and the Summary of section 14 responses before the documents can start the Section 16 consultation carried out by Cheshire East Council prior to the submission of the documents to the inspector. These documents are: the Basic Conditions Statement and Consultation Statement. Examples of other plans in the borough which have such documents are in this link: <https://www.cheshireeast.gov.uk/planning/neighbourhood-plans/completed-neighbourhood-plans.aspx>. Local Examples: [Alderley Edge NDP - basic conditions statement \(PDF, 828KB\)](#) and [Alderley Edge NDP - consultation statement \(PDF, 21MB\)](#)

There is quite a bit of work with this, particularly in relation to the Basic Conditions Statement which aligns our policies in general terms with the NPPF and SADPD. The Clerk will address this in consultation with CEC's NP Team soon as possible.

14. Further update from the Parish Hall Marketing Group - to be reported and discussed at the meeting.

15. Further update on Hall Letting Charges - to be reported and discussed at the meeting.

16. Draw Down of the remaining £100,000 from the Public Works Loans Board. Time will be running out to decide this if a decision is not taken at this meeting. It may be prudent to draw down the whole of this amount and attempt to repay what we do not need, if the terms are favourable.

17. 2023/24 Annual Governance and Audit Review (AGAR) External Audit have now concluded and reported on their audit.

Following the Clerks response to their interim findings they have only raised one advisory issue which is the building society account in a councillor's name. The account has to be in the name of a person who is also an authorised account signatory. This carries the same minimal risk as any other bank account because two authorised councillor signatories are required to action a withdrawal, which is mandated to be paid only into the Council's NatWest current account. Two authorised councilor signatories are also required to make any changes to the account mandate.

This has become a recurring issue at the annual audit and the Clerk recommends that another account in the Council's name be sourced and the problematic account be closed. **Enclosure 3 in the Agenda Documents Pack.** The enclosure also contains the evidence of exercising statutory public rights to view the audit and the Council's 2023/24 accounts. These rights are displayed on the Council's three noticeboards and website with photo evidence of publication on the 27th September to meet the statutory deadline of the 30th September. They will remain in display for a period of two weeks.

18. Crown Gas Quotation for the Parish Hall. This is Via Simplelite, a comparison company who suggests the best value contract. Crown’s current cost per KwH is 6.946 pence and daily standing charge £2.94. The current offer is via this link. [Contract - eContracts \(crown gas.co.uk\)](#). Gas prices can vary by the day. It will be a 12 month contract and the Clerk will supply an updated link to the final offer before the meeting plus answers to a few questions he has raised.

19. Improving the Parish Council’s Social Media presence – The Clerk will update twitter to a paid account and join Instagram.

20. Progress in adopting .gov.uk suffixes to our emails and our website URL – Progress Report. The Parish Council Domains Helper Service Team are offering support with this process. The following are links to: [Approved Registrars](#) and [Aubergine Website](#). We will need Office 365 Licences probably – [365 for Business](#). The Clerk will secure a .gov.uk URL, potentially from HCI Data i.e “name.name@netheralderley-pc.gov.uk” and ask [AXON](#) (the supplier who was appointed at Bollington when the Parish Clerk was Town Clerk there) for an indicative quote for associated Office 365 licences etc. Further details will be reported to the meeting.

It is envisaged that the Parish Hall would have a high-capacity broadband connection, and the entire premises would have an internal wireless network. The Parish Councillors and Clerk would have access through this system to the Parish Council’s 365 system.

The Clerk has checked, and the Old Vicarage has high-capacity fibre broadband installed circa 2021 as part of a local group’s paying for the service from Openreach. Openreach’s automated system has reported no nearby connection to the Hall and have replied “no” to a site survey. However, the Clerk has made contact with Paul Harland Openreach’s Regional Engagement Manager (with the kind assistance of Peter Knowles). A form can now be submitted explaining all the circumstances which should generate a site survey including the Old Vicarage’s connectivity. The Clerk also has the mobile of Paul. The aim will be to seek the cost for a connection to the nearest “node” serving the Old Vicarage.

21. Planning Applications

Application No.	24/3488M
Proposal	Listed building consent for replacement of the bay window and conservatory on the rear elevation of Fallows Hall and remodeling of the separate garage wing.
Location	Fallows Hall, Chelford Road, Nether Alderley, Cheshire SK10 4SZ
Response Deadline	31 st October 2024

22. To consider any other Planning matters including decisions on Planning Applications:

[24/2549M](#) and [24/2550M](#) (LB) approved with Conditions

Decision 20th September

Fallows Hall, Chelford Road, Nether Alderley, Cheshire, SK10 4SZV

Replacement of 10 uPVC windows with painted hardwood ones, replacement of glass slate rooflights with conservation rooflights and replacement of a pair of uPVC french windows with painted timber ones. All to match the pattern of the existing

windows.

23/4715D Approved

Decision 13th September

Eagle Lodge, Congleton Road, Nether Alderley, Macclesfield, Cheshire, SK10 4TD

Discharge of conditions 4, 8, 10 & 15 of existing permission [23/2048M](#);

Refurbishment of Eagle Lodge to include demolition of the existing extensions, development of a single storey rear extension and installation of a flue pipe and air source heat pump

23. Cheshire East Council Libraries Strategy [Consultation](#) - The council's consultation response is in **[Enclosure 4 in the Agenda Documents Pack](#)**.

24. Manchester Airport Draft Noise Action Plan 2024-2028 Consultation - NAPC Response. Here is a further link to an [Overview of the Plan](#).

The Clerk has submitted an on-line response to meet the deadline. This was not printable before or after submissions and a brief summary is attached **[Enclosure 5 in the Agenda Documents Pack](#)**.

Also in the enclosure is an invitation to join Manchester Airport Parish Councils forum and the next meeting via teams is 30th October 10.am.

25. Items Raised at the Last Meeting

- Change of date of the October meeting – notify Alderley Park of new room booking for that day. Done
- **Send Autumn Newsletter to Alderley Park because they are in it.**
- Bus shelters becoming overgrown – ask Mr. Beeby to deal with it - Done
- How much more to draw down from the Public Works Loans Board - on the Agenda Item 16.
- Final decisions on blind material on the Agenda Item 8.
- **Footpath obstructed with ferns and bracken from Monks Heath towards Macclesfield - needs attention.**
- Parish Hall Letting Charges - on the Agenda Item 15.
- AGAR Response from the External Auditors and Exercising of Public Rights to view the accounts On the Agenda Item 17.

26. Report from Cllr. Anthony Harrison Cheshire East Chelford Ward Councillor which includes Nether Alderley.

27 Councillor items for the November Meeting

28. To confirm the next Council meeting is:

Tuesday 12th November 2024
1.30pm at the Glass House Alderley Park

APPENDIX A

Nether Alderley Parish Council Meeting Wednesday 9th October 2024

Schedule of Receipts and Payments

A1. Receipt of Income - Month of September

Current Account: £60,00 Burial Fee (Brockehurst's) 16th Sept and £120.00 (Lightfoot's) 11th Sept.

Reserve Account £0.63 Interest Payment 30th September

Skipton BS Interest is annual £0.00 Annual Interest Only

Unity Trust Bank is Quarterly £69.67 30th September

PWLB Loan £149,947.50 (£150,000 less admin Fee of £52.50) 26th September

A2. Invoices for payment

Ch.	Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
1792	David Naylor	£693.19	£683.37	Salary & Expenses	£9.82	H
1793	HMRC	£418.30	£418.30	TAX & NI	£0.00	H
CHAPS	B&E Boys	£To be added	£To be added	Hall Contract Valuation 5	£To be added	E
1794	Currie & Brown	£353.56	£294.63	Site Progress Meeting & carry out Valuation 5	£58.93	E
1795	KPS Architects	£4,853.16	£4,044.30	RIBA Work Stages 5 & 6. (Fourth of six installments of £4025.40 plus travel costs of £18.90 plus VAT)	£808.86	E
1796	PKF Littlejohn	£504.00	420.00	AGAR Accountability Audit	£84.00	H
1797	ChALC	£25.00	£25.00	induction Training Cllr Kirk	£0.00	H

A3. Direct Debits/Standing Orders for approval

Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
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The Clerk will provide an update at the Meeting regarding EDF Energy and progress with a company who will provide options for the best gas and electric rates. They have also promised to take up our issues with EDF and have been supplied with our correspondence with EDF.

A4. Approval of the Clerk's expenses/salary: Power H

Travel 90 Miles @ 45 pence per mile = £40.50

Phone Sim monthly £9.17 plus £1.83 VAT = £11.00

Sainsburys Postage Stamps £10.80 No VAT= £10.80

Ryman Laminating Pouches £16.66 plus £3.33 VAT = £19.99

Cartridge Discount Ink £23.29 plus £4.66 VAT = £27.95

Total £59.92 plus £9.82 VAT = £69.74

Plus, Salary - Contracted 65 hours @ 14.95 per hour = £971.75 (Gross)

Total Gross including expenses = £1,081.99

Total Less Tax of £388.80 = **£683.37plus £9.82 VAT = £ 693.19**

Signed.....
Chairman of Meeting

Signed.....
Clerk and Responsible Financial Officer

Parish Council Powers for Expenditure and Activity

Note that the Parish Council has adopted the Power of Competence

Audit

[Audit Regulations 1996]

I

Benches

Power to provide and maintain roadside seats and shelters [Parish Councils Act 1957, s.1]

K

Burial Grounds, Cemeteries and Crematoria

Power to acquire, provide and maintain [Open Spaces Act 1906, ss9 and 10]

A

Power to agree to maintain monuments and memorials

Parish Councils and Burial Authorities (Miscellaneous Provisions) Act 1970, s.1

B

Power to provide and maintain and Power to contribute towards expenses of cemeteries

Local Government Act 1972, s.214

Local Authorities Cemeteries Order 1977 (no 204) C1 Memorials (16 (1) (a) and 16 2 (b))

C

Bus Shelters

Power to provide and maintain shelters

Local Government (Miscellaneous Provisions) Act 1953, s.4

Parish Councils Act 1957, s.1

D

Crime prevention

Local Government and Rating Act 1997 s31, Crime and Disorder Act 2000

Q

Community Centres

Power to provide and equip community buildings [Local Government Act 1972, s.133]

E

Power to provide buildings for clubs having athletic, social or educational objectives

Local Government (Miscellaneous Provisions) Act 1976 s.19

F

Power to provide a range of recreational facilities [Local Government (Misc Provisions) Act 1975 s19]

G

General Administration/Running Costs

Subsidiary powers of local authorities – to facilitate, or conducive or incidental to, the discharge of functions
LGA 1972 s111

H

Parish Hall – public meetings

K

1. LGA 1972 s 142 “ arrange for the delivery of lectures and addresses and the holding of discussions on such matters - provision of information etc relating to matters affecting local government
2. s133 ‘Power to provide buildings for public meetings and assemblies or contribute towards the expenses of providing such buildings’
3. LGA 1972 S111

Litter bins Provision of litter bins [Litter Act 1983, ss 5, 6]

L

Neighbourhood Plans [Localism Act 2011 Sch 9]

R

Research and collection of information

Power to carry out research [LGA 1972 S 141]

M

Parish Plans [LGA 1972 S 141]

J

Section 137

Local Government Act 1972. Power of Local Authorities to incur expenditure for certain purposes not otherwise authorised. Power to do something that will benefit the community where there is no other specific power covering the action; Set at £8.12 per elector in 2019/20. Expenditure must be commensurate with the benefit

N

Websites Local Government Act 1972 s142

P

Life-saving appliances – Power to provide life-saving appliances (e.g. life belts, defibrillators)
[Public Health Act 1936, s234]

S