

Nether Alderley Parish Council

Minutes of the Parish Council Meeting held on Tuesday 11th June 2024 1.30pm at The Glass House Alderley Park

In the Chair Cllr. Angela Farrell

Parish Councillors present: Sue Joseph, Geoff Linnell, Marcus Raphael, Melanie Connor, Ruth Morgan, Mandy Kirk and Lesley Gleave.

Also present: David Naylor Parish Council Clerk.

Members of the Public: No members of the public were present.

To receive apologies for absence. Anthony Harrison Cheshire East Council Ward Councillor for the Chelford Ward which includes Nether Alderley.

1. To receive Declarations of Interests

- To declare disclosable pecuniary interests (Councillors with disclosable pecuniary interest(s) must leave the room for the relevant items). There were None.
- To declare interests conflicting with the Nolan principles/non-pecuniary interests. There were None.
- To allow Councillors to consider amendments required to their Declaration of Pecuniary Interest forms. There were None.

2. **To consider and approve Applications for Dispensations.** There were none.

3. **To resolve to approve that the Minutes of the Nether Alderley Parish Meeting, Annual Parish Council Meeting (AGM) and the Parish Council Meeting** all held on 14th May 2024 are a true and accurate record. The Minutes were approved.

4. **To adjourn the meeting to receive representation from members of the Nether Alderley Parish.** There were no public present and the meeting was not adjourned.

5. **Neighbourhood Plan Progress Including the Production of the AECOM Design Codes.** The Clerk advised that Aecom had been supplied with the corrections to the completed draft and the final version would be ready about mid-June. Aecom had also supplied a Blue and Green Infrastructure Plan to replace the one in the Neighbourhood Plan which was now also complete. It would be submitted with the Design Codes in early July to Cheshire East Council for the Planning Inspector to comment prior to the Section 16 referendum.

6. The Parish Hall Renovation Progress - Faculty Approval

The faculty approval document was signed on 24th May 2024 and notified on 28th May 2024. There were no community objections and the conditions applied have been complied with. A copy of the Faculty Approval is attached as **Enclosure 1 in the Agenda Documents Pack**. Work has started on the Hall and good progress is being made. On the morning of this Council meeting was a project meeting, including a look in the Hall. The floor of the large hall had been taken up and the wall benches had been removed. This work had been associated with a significant contingency sum in the Contract for the replacement of any rotted or damaged woodwork or the need to carry out other unforeseen work. However, this extra work, and as a result the use of the contingency, had not been needed which was good news.

7. Internal Audit Report and the Clerk's Responses to the marked items.

Enclosure 2 in the Agenda Documents Pack. The Clerk highlighted the issues raised in the Audit report which he had responded to in detail the Documents Pack.

Item (1) The Council's Fidelity Guarantee Insurance (FGI) cover was £100,000. The purpose of this cover is to safeguard against theft of the organisation's own money, securities or property by an employee, contractor or volunteer. FGI can also be known as first party fraud, theft or employee dishonesty cover. The Council has had an influx of funds and the auditors advised that this cover needed to increase. The Clerk will contact the Council's insurance provider to discuss the level of this and any associated increased cost.

Item (2) Because of the Parish Hall renovation, the Parish Council would need to mitigate any increased risks associated with being VAT registered, maintaining income to cover the extra VAT, and any necessary changes to the Council's data protection registration because of the potential need to obtain and store more personal data in manual records or using software such as Scribe's Integrated Hiring System. The auditor noted that in the past, the former Hall's Joint Management Committee (JMC) would have been responsible for this. The Clerk had responded in detail to the auditor's report and would be submitting an updated Data Protection Registration before 20th July when the current registration needs renewing.

Item (3) The publication of the 2022/23 Notice of Conclusion of Audit was published on the Council's Notice Boards and Website on 1st October when it should have been the day before i.e. 30th of September.

Item (4) The Council's Skipton Building Society Account is in the name of the councillor with budget responsibility and not in the name of the Parish Council. However, according to the Skipton it has to be in the name of an individual and that individual has to be a signatory on the account. It was set up requiring a least two authorised councillor signatories to make any withdrawals or make any changes to the mandate. Additionally withdrawals could only be made to the Parish Council's Current Account. As such the risk of any unauthorised withdrawals was very low.

The Skipton has a good interest rate and last year produce interest of £1400 from a growing interest rate through the period. The Clerk will endeavor to resolve this to the satisfaction of the auditors.

8. Annual Governance and Audit Review (AGAR) Submission to External Audit which must be submitted before 30th June 2024 **Enclosure 3 in the Agenda Documents Pack.** The Clerk had completed the required submission documentation as shown in Enclosure 3. He intended submitting it to the external auditors, PKF Littlejohn, over the weekend of the 15/16 June.

9. Evidence of the Publication of the Exercising of Public Rights Notice (public rights to view and receive copies of the unaudited accounts. Evidence of publication on the Website and notice boards which was on 1st June 2024. This was noted by the Council.

Enclosure 4 in the Agenda Documents Pack.

10. VAT Position of the Parish Council.

There was the potential to be VAT Registered on just the Parish Hall (i.e. opting to tax on just this building). The Council felt there was merit in opting to tax on just the building and **RESOLVED** to ask the Clerk to progress such a registration. **Enclosure 5 in the Agenda Documents Pack.**

Proposed Cllr. Joseph Seconded Cllr. Connor

11. Finance Schedule (Appendix A)

11.1 To note receipt of income, as listed in schedule (A1)

Proposed Cllr. Linnell Seconded Cllr. Gleave

11.2 To approve items for payments as listed in schedule (A2)

Proposed Cllr. Linnell Seconded Cllr. Connor

11.3 To approve direct debit/standing order as listed in schedule (A3)

Proposed Cllr. Joseph Seconded Cllr. Kirk

11.4 To consider and approve the Clerk's expenses as listed in schedule (A4)

Proposed Cllr. Kirk Seconded Cllr. Morgan

12. Change of Chairman of the Council. Councillor Angela Farrell was intending to stand down in November 2024 from her chairmanship role but to continue to be a Parish Councillor. However, she had now decided to stand down following this June Council meeting and concentrate her efforts on the Parish Hall refurbishment and assist on behalf of the Council with its contract management. Her aim will be to help bring the work in on time and on budget, minimising, wherever possible, the use of its contingencies and PC Sums. Her decision would require the Council to elect a new chairman.

It was **RESOLVED** to appoint Councillor Lesley Gleave to this position

Proposed Cllr. Joseph **Seconded** Cllr. Connor

This then resulted in a vacancy for Vice Chairman.

It was **RESOLVED** to appoint Councillor Geoff Linnell to this position.

Proposed Cllr. Morgan **Seconded** Cllr. Angela Farrell

13. Skipton Building Society - Updated Mandate and attempt to have the account registered in the Parish Council's name and not an individual Councillor.

This is covered in Minute 7 Item (3) above.

14. Treasury Management - Financial Services Compensation Scheme

The Parish Council's banking deposits need to be harmonised across its accounts and an additional account needs to be secured within the next 1 to 2 months, as more funds come in from a Public Works Loan. This is so that the £85,000 Financial Services Compensation Scheme limit will not be exceeded. Bank Reconciliations and a Reserves Balance up to the end of May are contained in **Enclosure 6 in the Agenda Documents Pack**. Additionally, a reconciliation up to the end of June is attached to this Agenda. The Clerk will consult all members on potential new accounts and transfers which will keep sufficient funds for rapid access, generate interest and keep within the FSC scheme.

15. Letter to EDF Energy. Enclosure 7 in the Agenda Documents Pack. An accurate bill reflecting the meter reading sent to EDF was still awaited. The Clerk had paid a further £900 including VAT on account following approval at the May Council meeting.

16. Planning Applications

Application No:	24/1735M
Proposal	Outline permission to knock down existing dwelling house and build a new dwelling house.
Location	Silverwood, Congleton Road, Alderley Edge, Alderley Edge, Cheshire, SK9 7AL
Response Deadline	26th June 2024
NAPC Response	The Parish Council has no objection to this application.
Application No:	24/1534M
Proposal:	Listed building consent to amend the approved plans on the previous consent
Location:	Walled Garden, Alderley Gardens, Congleton Road, Nether Alderley, Sk10 4TF
Response Deadline	27th June 2024
NAPC Response	The Parish Council has no objection to this application

Application No:	24/1770M
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Proposal:	Certificate of proposed lawful use for the creation of a new garage structure within the curtilage of the house. It will utilise an existing access to the site. The siting of the building is shown on the proposed site plan. The dimensions of the building are shown on the proposed roof plan.
Location:	Crossfield, Congleton Road, Nether Alderley, SK10 4TP
Response Deadline	11 th June 2024
NAPC Response	The Parish Council still feels that this building, although now a little smaller in scale, will be very obtrusive so close to the boundary with Congleton Road which is the heart of the village. The access to the garage is also not clear on the Plans
Application No:	23/2660M
Proposal:	Erection of 2 no. dwellings with associated works (Planning Permission in Principle Stage 2 Technical Details Consent)
Location:	Land adjacent to Nethins and The Stables, Land adjacent to The Stables, Welsh Row, Nether Alderley, SK10 4TY
Response Deadline	12 th June 2024
NAPC Response	The Parish Council feels that the houses, now approved in principle , should be screened with hedges, and also conditions should be included to ensure contractor's traffic is parked off the road, hours of work are applied to prevent undue disturbance to neighbours, the roads are swept of mud and dust from the site on a regular basis and the drainage gulleys do not become blocked.

Application No:	24/1872D
Proposal:	Discharge of Conditions 4 & 5 on approval 22/0805M for demolition of existing dwelling & associated outbuildings and replace with a single detached dwelling
Location:	Sweet Briars, Bradford Lane, Nether Alderley, Sk10 4TR
Response Deadline	28th June 2024
NAPC Response	The Parish Council has no objection to this application

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

[23/0845M](#) Approved with Conditions

31st May 2024

Monks Heath Garage, Chelford Road, Nether Alderley, Macclesfield, Cheshire, SK10 4SZ
Demolition of car wash, port cabin office, valet building and the creation of charging zones, erection of EV chargers, erection of canopy, sub-station enclosure, two jet wash bays and associated forecourt works.

[24/1352M](#) Planning Permission **Withdrawn**

[24/1353M](#) Listed Building Consent **Withdrawn**

22nd May 2024

Fallows Hall, Chelford Road, Nether Alderley, Cheshire, SK10 4SZ
Proposed two storey garage.

[23/3810M](#) – Approved with Conditions

24th May 2024

5, Maisterson Drive, Nether Alderley, SK10 4HN

Single storey rear extension incorporating balcony

24/0428M Approved with Conditions

24th May 2024

April House, Congleton Road, Alderley Edge, Cheshire, SK9 7AL

Construction of subterranean garages/outbuilding associated engineering operations and landscaping.

- 18. Report from Cllr. Anthony Harrison Cheshire East Chelford Ward Councillor which includes Nether Alderley.** Councillor Harrison was not present due to the birth of his daughter. The Council sent him their kind regards. He had sent a written report which is as follows:

“As a ward or parish brief, D-Day celebrations across Chelford Ward with our historic ties to Patton’s third army went well, I spoke at two of the primary’s schools about the day and attended three events in the ward later that day. I continue to report potholes and am currently seeing quick action on many of their repairs so please continue to report these with me.

Unfortunately, CEC have cancelled many of this month’s meeting, claiming it to be due to the political nature of such meetings before the general election but I disagree with this and see the sole reason being due to the proposed closures of many of our recycling centres and library’s through the back door. We have challenged this decision and will continue to fight them when the committees recommence.

Some interesting planning applications in Nether Alderley this month which I’m keen to hear your thoughts on. Apologies once again but I will be there at July’s meeting”.

- 19. The Bench on the corner of Sand Lane**

This was becoming engulfed in vegetation which needed cutting back.

- 20. Dirt on Congleton Road Associated Domestic Building Work**

This needed to be reported to CEC Highways. Contractors should engage street sweeping companies to deal with this issue.

- 21. Councillor items for the July Agenda**

- Terms and Conditions for the Parish Hall Marketing Group.
- Suggested items for the September Newsletter.

- 22. To confirm the next Council meeting is:**

Tuesday 16th July 2024

1.30pm at the Glass House Alderley Park

APPENDIX A

Nether Alderley Parish Council Meeting Tuesday 11th June 2024

Schedule of Receipts and Payments

A1. Receipt of Income - Month of May

Current Account: £9,000.00 (**duplicate payment of Green Communities Grant by CEC**)

Reserve Account £31.30 Interest Payment

50% Grant from Alderley Edge Institute Trust £23,887.50

Duplicate Payment of Green Community Grant £9,000 grant to be repaid see A2 below.

A2. Invoices for payment

Ch No.	Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
1765	David Naylor	£677.54	£674.38	Salary & Expenses	£3.16	H
1760	HMRC	£418.30	£418.30	Tax/NI for May June Payment	£0.00	H
1761	Currie and Brown	£707.15.	£589.29	Site Meeting & Valuation	£117.86	E
1762	B & E Boys	£11,875.42.	£9,896.18	Valuation 2 31 st May 2024	£1,979.24	E
1763	JDH Business Services	£448.80	£374.00	Internal Audit Fee	£74.80	H
1764	Greener Communities Fund CEC	£9,000	£9,000.00	Refund of Duplicate Receipt received on 13	£0.00	E
1766	Leigh Ecology	£672.00	£560.00	Bat Survey and Bat Safeguarding Talk.	£112.00	E

The above invoice and cheque 1766 had been cancelled. It should have been addressed to the QS Currie & Brown and not the Parish Council and then be invoiced to the Parish Council through the monthly Contract Valuations.

A3. Direct Debits/Standing Orders for approval

Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
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See Letter to EDF - **Enclosure 7 in the Agenda Documents Pack**

H

A4. Approval to forward to Payroll provider for inclusion in Payroll Report for Clerk's expenses/salary: Power H

Travel 120 Miles @ 45 pence per mile = £54.00

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

Post Office Stamps £10.80 No VAT

Sainsburys Stamps £10.80 No VAT

Rymans Printing Paper £6.66 plus £1.33 VAT = £7.99

Total £91.43 £3.16 VAT = £94.59

Plus, Salary - Contracted 65 hours @ 13.95 per hour = £907.75 (Gross)

Total Gross including expenses = £1,066.34

Total Less Tax of £388.80 = £677.54 (£674.38 plus 3.16 VAT)

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

N

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.

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