

Nether Alderley Parish Council

Clerk: Mr D Naylor
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7th November 2024

Meeting Summons

Dear Councillors

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

Tuesday 12th November 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

Tuesday 12th November 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 9th October 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. **The Parish Hall Funds and Cost.** A report from the Clerk plus a report from the Quantity Surveyor regarding the final projected contract cost and use of the PC Sums and Contingencies **To Follow** as **Enclosure 1 in the Agenda Documents Pack**. **Note:** this will be affected by the costing of additional work to rotted timbers mentioned in Agenda Item 7 below.

7. **Parish Hall Renovation Progress.** An update will be provided at the meeting reflecting the Site Progress Meeting held on the morning of this Council meeting. The kitchen has been stripped of paint and is ready for its breathable lime plaster rendering. The new Gas supply connection is live and the Electricity supply registration is in progress.

The Site Progress Report of 15th October is in **Enclosure 2 in the Agenda Documents Pack**.

More extensive wood rot was found during an inspection on 25th October. The Report is attached in **Enclosure 3 in the Agenda Documents Pack**. A cost estimate of the extra work is awaited and the potential increase in the contract period from mid- January. A further update will be provided at the meeting.

Copies of the Progress Reports presented to the Site Progress Meeting immediately held immediately before this Council meeting will be available 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 06: Tuesday 5th November 2024, 10:00 am
- Site Progress Meeting 06: Tuesday 10th December 2024, 10:00 am

- Site Progress Meeting 06: Tuesday 14th January 2025, 10:00 am (potentially)

8. Donation to the Parish Hall Renovation including the Just Giving Page: Separate donations have been made direct to the Councils current account of £300 and £100, plus £50 via the Council's Just Giving Page.

9. VAT. As reported at the last meeting, the Clerk has signed up through the Government Gateway for VAT Registration, Making Tax Digital and Opting to Tax just on the Parish Hall. The Council is still awaiting the confirmation of the OPT to tax approval and the outcome of the routine review of the first VAT claim for June. An update will be provided at the meeting. Vat Claims have been made and have been paid by HMRC into our banks account for July, August and September. October's claim is attached for approval in **Enclosure 4 in the Agenda Documents Pack**.

10. Section 106 Claim from Cheshire East Council (CEC) (£163,727.70). Progress Report. The Parish Council has now signed and submitted the legal agreement with CEC and has received confirmation that the instruction for payment of the whole S106 amount of **£164,539.79** (which now includes accrued interest) has been passed to their finance department. It is expected imminently in our current account. Ideally, it needs to be in our account by 15th November to enable the November and December Parish Hall refurbishments invoices to be funded from this source. The Clerk has again contacted the S106 Officer by email asking her to chase this payment and report back. She responded almost immediately agreeing to do that. An update will be provided at the meeting.

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. Draw Down of the remaining £100,000 from the Public Works Loans Board (PWLB). The Clerk has now submitted the necessary documentation and received approval from the PWLB, confirmed by HM Treasury and the funding is now in our account. The interest rate is 5.65% slightly higher than the first tranche of £150,000 probably due to uncertainty because of the Budget. The Approval Documents and the repayment schedules for this year and next are attached as **Enclosure 5 in the Agenda Documents Pack**. You will note that the combined interest and capital payment for this financial year is only £1,983.58.

13. Public Sector Pay Award 2024/25 backdated to 1st April 2024. Enclosure 6 in the Agenda Documents Pack. The Clerk's remuneration is related to Spinal Point 16 and a 2.5% increase from £14.95 to £15.33 per hour. A 38p increase per hour x 65 contracted hours per month = £24.70 per month i.e. £296.40 per annum. This year's budget has included within it £333.30 for the expected National Award which will cover all the cost including the backpay.

14. 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 \(PDF, 21MB\)](#)

Following this meeting the Clerk will address producing these documents in consultation with CEC's NP Team. Cllr Gleave has also suggested making contact with the planning consultancy Asteer Planning: Contact Jon Suckley Managing Partner Jon.suckley@asteerplanning.com. which the Clerk has done and will report the response.

15. Further update from the Parish Hall Marketing Group - to be reported and discussed at the meeting. Cllr. Gleave has made contact with Alderley Park's Business Manager who is prepared to provide some promotion of the refurbished Parish Hall as a community venue on their large screens at the Glass House and potentially Royal London may do the same. The Clerk has produced some promotional videos when at Bollington Town Council such as the walking festival and could provide a draft of one for the Parish Hall when the renovation is complete. Click on this link to [Bollington Video of Bollington Walking Festival 2013](#). This is now on YouTube but NAPC's would be linked direct from the its website and social media.

16. Further update on Hall Letting Charges - A comparison has been made with other to venues and been reported to the last meeting: Based on 7 local similar venues the proposal was £20 plus VAT per hour (2 hours minimum hire period) including set up and take down. Children's parties 4 hours minimum. Adult parties £250 on the bases of setting up during the day. Weekend would be at a premium. October to March would have an addition of £10 for heating. Charges may need to be reviewed to ensure costs were properly covered. There was the potential to negotiate charges for regular customer hires.

17. Improving the Parish Council's Social Media presence – The Clerk has updated twitter into a paid account and joined Instagram.

18. Progress in adopting .gov.uk suffixes to our emails and our website URL and Broadband. The Parish Council Domains Helper Service Team have offered support in this process. The following are links to: [Approved Registrars](#) and [Aubergine Website](#). We will need some Office 365 Licenses potentially [365 for Business](#).

- The Clerk has contacted HCI data Ltd for the purchase of a .gov.uk URL, i.e "name.name@netheralderley-pc.gov.uk" and www.netheralderley-pc.gov.uk but they are not taking on any new clients at the Moment.

The Clerk has requested [AXON](#) (the supplier who was appointed at Bollington when the Parish Clerk was Town Clerk) discuss our IT options and provide an indicative quote. This would include a referral to a company for the registration of a .gov.uk URL. An email request (without commitment) has been sent to AXON for a meeting.

- The Parish Hall should have high-capacity fibre broadband connection, and the entire premises would have an internal wireless network. The Clerk has checked, and the Old Vicarage has high-capacity fibre broadband installed circa 2021 as part of a local group paying for the service from Openreach.
- The Clerk has made contact with Paul Harland Openreach's Regional Engagement Manager (with the kind assistance of Peter Knowles). After discussing this matter in depth he has replied by email as follows:

“My colleague cc’d into this reply Chloe Mordaunt has reviewed the nearby fibre network, and we should be able to associate the Parish Hall with the equipment for you to place an order with your preferred service provider.

However, for this to happen we need to generate a gold network address key (NAD), this can only happen if we have a UPRN (unique property reference number) that is assigned to the building. As discussed, can you approach Cheshire East to either obtain the UPRN or request that one is created.

Once this is available, please reply to Chloe and she will arrange to get our records updated and within a few days you will be able to order the full fibre service”.

Further details will be provided to the meeting.

19. Planning Applications Cheshire East Council (CEC) has launched a new On- Line Planning System (click on this [link](#) to access it. CEC is avoiding emailing the weekly planning list because they can now be searched via the above link and planning consultations can also be posted against each application.

Application No.	24/3556M
Proposal	Three advertising signs placed at entrance points on to roundabout. Signs will include company name, logo, contact details and short strapline
Location	Congleton Rd Roundabout, Nether Alderley, Cheshire East,
Response Deadline	11-11-2024

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

[24/3056M](#) Granted with conditions

Decision 30th October 2024

Silverdale Sand Lane, Nether Alderley, Macclesfield, Cheshire East, SK10 4TS

Prior approval for the proposed enlargement of a dwelling by additional storey raising the maximum height of the roof by 3.5 metres.

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

22. Items Raised at the Last Meeting

- Extended meeting dates until January – notify Alderley Park of new room booking for these dates - Done
- Send Autumn Newsletter to Alderley Park because they are in it. Done
- Bus shelters becoming overgrown – ask Mr. Beeby to deal with it - Done
- How much more to draw down from the Public Works Loans Board Done Minute Agenda 12.
- Final decisions on blind material - Done
- **Footpath obstructed with ferns and bracken from Monks Heath towards Macclesfield - needs attention. Still be done - referred to CEC**
- **Parish Hall Letting Charges - on this Agenda Item 15.**
- AGAR Response from the External Auditors and Exercising of Public Rights to view the accounts Done.

27 Councillor items for the November Meeting

28. To confirm the next Council meeting is:

Tuesday 10th December 2024
1.30pm at the Glass House Alderley Park

APPENDIX A

Nether Alderley Parish Council Meeting Tuesday 12th November 2024

Schedule of Receipts and Payments

A1. Receipt of Income - Month of October

Current Account: £18,107.66 VAT claim for August and £15,316.07 VAT claim for September

Donations for the Parish Hall Renovation £300 and £100

PWLB Loan £100,000 less admin Fee of £35.00 = £99,965.00

£50 Just Giving notified but not yet transferred into our account.

Reserve Account £0.61 Interest Payment 31th October

Skipton BS Interest is annual in March Only

Unity Trust Bank interest is Quarterly and was paid in 30th September

A2. Invoices for payment

Ch.	Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
1800	David Naylor	£689.27	£684.82	Salary & Expenses	£4.45	H
1801	HMRC	£418.30	£418.30	TAX & NI	£0.00	H
CHAPS	B&E Boys	£93,926.95	£78,272.46	Hall Contract Valuation 7	£15,654.49	E
1802	Currie & Brown	£353.56	£294.63	Site Progress Meeting & carry out Valuation 7	£58.93	E
1804	Clear Insurance	£620.00	£620.00	Parish Hall Insurance During Renovation	£0.00	E
1806	The Parkinson Partnership LLP	£360.00	£300.00	VAT Consultancy	£60.00	H

1807	KPS Architects	£4,868.28	£4,056.90	RIBA Work Stages 5 & 6. (Fifth of six installments of £4025.40 plus travel costs of £31.50 plus VAT)	£811.38	E
1808	J D Nixon Monumental Mason	£150.00	£150.00	Refit 2 Unsafe Headstones	£00.00	C

A3. Direct Debits/Standing Orders for approval

Provider	Total Cost	Net of VAT	Service Provided	VAT	Power
Crown Gas	£49.73	£47.36	Supply of Gas	£2.37	H

Note: No gas has yet been used that will start next week to help dry out the Parish Hall. This is the Standing Charge and VAT see attached Gas Invoice to initial. It will be collected by BACS on 15th of this month

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 129 Miles @ 45 pence per mile = £58.05

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

Post Office 1pm next day delivery £8.35 NO VAT = £8.35

Ryman Lever Arch File and Page Dividers £7.27 + £1.46 VAT = £8.73

Ryman Paper £5.83 plus £1.16 VAT = £6.99

Post Office Stamps £13.20 NO VAT = £13.20

Total £101.32 plus £4.45 VAT = £106.32

Plus, Salary - Contracted 65 hours @ 14.95 per hour = £971.75 Gross (£582.95 Net)

Total Gross including expenses = £1,078.07.

Total Less Tax of £388.80 = £684.82 plus £4,45 VAT = £689.27

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