

Nether Alderley Parish Council

Minutes of the Parish Council Meeting held on Wednesday 9th October 2024 1.30pm at The Glass House Alderley Park

In the Chair Cllr. Lesley Gleave .

Parish Councillors present: Sue Joseph, Angela Farrell, Melanie Connor, Ruth Morgan and Mandy Kirk. Geoff Linnel was also present remotely via Zoom.

Also present: David Naylor Parish Council Clerk.

Members of the Public: There was none.

1. **To receive apologies for absence.** Cllr. Marcus Raphael.
2. **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.
3. **To consider and approve Applications for Dispensations.** There were none.
4. **To resolve to approve that the Minutes of the Nether Alderley Parish Council Meeting** held on 10th September 2024 as a true and accurate record. The Minutes were approved.
Proposed: Cllr. Farrell **Seconded:** Cllr. Joseph.
5. **Public Participation - to adjourn the meeting to receive representation from members of the Nether Alderley Parish.** There were no members of the public present and the meeting was not adjourned.
6. **The Parish Clerk's Retirement.** The Clerk confirmed prior communication with all members that he would be retiring from his role. He would stay at NAPC until the end of April next year to :
 - help complete the Hall renovation and have it open and being used and contributing to its keep
 - help to set the precept and the budget for 2025/26
 - Sort out .gov emails and a new website
 - Tee up the Internal audit submission
 - Ensure a smooth handover to his successor during April
 - He would work at no charge during May (and beyond if necessary) with members and my successor to help resolve any issues.
 - He also had an important family holiday, including a cruise in Mexico, in March and would appreciate it if the March Council meeting could be moved to the 25th of March. March is not a particularly busy month, but April will be because of the year end accounts. He should, however, be able to provide an accurate draft of the year end budget outturn for the March meeting based on the final payments and receipts approved at that March Meeting.

His decision was noted with regret and he was thanked for providing a long notice period. The date of the March 2025 meeting would also be changed to 25th of March.

7. **The October Quarterly Balance and Cost and Resources Projection for the Parish Hall Renovation.** **Enclosure 1 in the Agenda Documents Pack.** The projection continues to show that the Council has enough resources plus a buffer to complete the works.

8. **Parish Hall Renovation Progress.**

The Clerk provided an update following the site meeting and the progress meeting held that morning. An electronic copy of the October Architects and Contractor's Progress Reports can be found by clicking [on this link](#).

A significant issue at the moment was addressing the repairs to joist ends (due to rot), its lead time and the drying time for the lime plaster following the repairs. There was also 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 breathable lime based product with quicker drying time which could also be used in the kitchen. This was a good solution and would be adopted. 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. This was a priority and B&E Boys would first try using a "gentle" blasting system with the right blasting medium.

There also appears to be a cost projection mismatch between the QS' last report and B&E Boys cost projection. This was discussed at the meeting and although the £297,000 remaining cost of the contract should be achieved, the PC Sums and Contingencies within it would be significantly eaten into. This related to rectifying the timber rot issues, the replacement of the broken glass window panes, and the need to extend the contract until mid-January. This extension was particularly because of the lead time in carrying out the timber rot survey and the plasters drying out period after the timber's repair.

It was felt that there was insufficient detail, advanced notice and discussion concerning the use of the PC sums and Contingencies. It seemed like the financial projection were assuming that they would all be spent. With regards to this extra 10 weeks contract extension and resultant cost of remaining on site, it was felt that this was aggravated by a lack of foresight by the contractor in programming this work and eliminating or reducing this lead time and this should be challenged.

The following Site Progress Meeting dates are shown below.

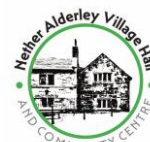
- Site Progress Meeting 06: Tuesday 5th November 2024, 10:00 am
- Site Progress Meeting 07 Tuesday 10th December 2024, 10:00 am
- Potentially also Site Progress Meeting 14th January 2025, 10:00 am

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 was 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



The Clerk was asked to add to Instagram

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 he 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 was is **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)

Proposed: Cllr. Sue Joseph **Seconded** Cllr. Mandy Kirk

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

Proposed: Cllr. Ruth Morgan **Seconded** Cllr. Melanie Connor

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

Proposed: Cllr. Ruth Morgan **Seconded** Cllr. Lesley Gleave

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

Proposed: Cllr Angela Farrell **Seconded** Cllr. Sue Joseph

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 an 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 important 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. Cllr. Gleave suggested approaching a company called Asteer Planning for a help with this work and provided the contact details. The Clerk would call them for a discussion and a quotation.

14. Further update from the Parish Hall Marketing Group Hall Letting Charges. They have had two meetings. There was a need to sort out charging and benchmarking with other local venues. Some were difference in size and functionality such as the Festival Hall and some has bar facilities. 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. Cllrs. Angela and Lesley will speak with the manager of the Alderley Festival Hall to get tips and ideas. Also the PTA at the School may wish to advertise in our NAPC Newsletter. A furniture supplier had been contacted and a sample chair was on display at the meeting. Wood was not wanted but there were other material and a good range of colours. The unit price was £138.00 and they were stackable up to 50 on a trolley. They were comfortable to sit on and not upholstered. There was agreement that they were suitable for the Hall and "Olive Green" and the "Torque" colours would be appropriate.

15. Drawing Down of the remaining £100,000 from the Public Works Loans Board. Time was running out to decide this and a decision needed to be taken at this meeting. It was **RESOLVED** that it would be prudent to draw down the whole of this amount and attempt to repay what we did not eventually need, if the terms were favourable.

Proposed: Cllr Angela. Farrel **Seconded** Cllr. Lesley Gleave

16. 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 had only raised one advisory issue which was the building society account being in a councillor's name. The account had to be in the name of a person who was also an authorised account signatory. This carried the same minimal risk as any other bank account because two authorised councillor signatories were required to action a withdrawal, and which is mandated to be paid only into the Council's NatWest current account. Two authorised councilor signatories were also required to make any changes to the account mandate.

17. This had become a recurring issue at the annual audit and it was **RESOLVED** 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 were 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 remained on display for a period of two weeks. It was also **RESOLVED** to note this.

Proposed for both resolutions : Cllr Melanie Connor **Seconded** Cllr. Sue Joseph

18. Crown Gas Quotation for the Parish Hall. This was 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 \(crowngas.co.uk\)](https://www.crowngas.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. It was **RESOLVED** to accept the quotation.

Proposed: Cllr Sue Joseph **Seconded** Cllr. Lesley Gleave

19. Improving the Parish Council's Social Media presence – The Clerk had updated 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 Licenses 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
NAPC Response	No Objection from the Parish Council

22. Further Planning Matters – Decisions

[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 was contained in [Enclosure 4 in the Agenda Documents Pack](#). This was accepted and its contents noted.

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 had submitted on 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](#). This was accepted and its contents noted.

Also in the enclosure was as an invitation to join Manchester Airport Parish Councils forum and the next meeting was via teams is 30th October 10.am. Cllr. Linnell would represent the Parish Council

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. 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 - 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. The Clerk had requested CEC to attend to this.**
- 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. A few consultation on going at the moment:

- The Council boundary review: Draft proposals for consultation until December 4th. In terms of our locality, Ollerton and Marthal would be incorporated in Mobberley and Over Alderley within Chelford. This has been accepted by the Boundary Commission. If finalised it would be from 2027 onwards.
- The National Planning Policy Framework is currently under review by the new Government. We are likely to see an increase in planning applications and he requested early notice of any if we wished to have them called in to a committee rather than be delegated to an officer. The proposal to delegate a decision will be shown in the detailed of the application on CECs on-line planning system.
- Consultation on three-weekly waste collections of black bin waste to offset the cost of the Government's push for weekly food waste collections – please respond to this..
- Remembrance Sunday is coming up and a number people who sort out the poppies are handing it over to someone else. So make sure you know who will be supplying to Nether Alderley
- He had been dealing along with the Clerk in terms of the Parish Council receiving its s106 allocation for helping to fund the Parish Hall Renovation. It had been a torturous process but was now progressing to a conclusion.
- Nether Alderley Primary School's flashing "School Warning Light" on the main road had been fixed very quickly.
- He was chasing a number of highway issues including overgrown pavements and the downed chevrons on the roundabout etc.
- Watch out for grass cutting frequencies. Twelve cuts are paid for during the summer but in practice it is often less.

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	£94,359.30	£78,632.75	Hall Contract Valuation 6	£15,726.55	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
1798	Shires Payroll	£142.80	£119.00	Payroll Services Oct 24 – April 25	£23.80	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

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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

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