

MADELEY PARISH COUNCIL**MINUTES OF PARISH COUNCIL MEETING held on****Thursday 6th September 2018 at The Madeley Centre, New Road, Madeley at 7:00pm****Present:**

Councillors:,D. Whitmore, (Chairman) , A. Davenport, (part) N. Orme , Mrs. D. Riley, Mrs B. Ruscoe, S. Jones, A. Rowley, G White, (part) Mrs. J Whitmore.
County Councillor P. Northcott. (part)

Clerk-Mrs J Simpson

225.09/18 To receive apologies for absence.

Parish councillors, D. Barnish, Mrs. A Newton, S. White,

226.09/18 To receive Councillors declarations of Pecuniary Interest in items on the agenda.

None were declared.

227.09/18 Public Participation:

There were no members of the public present.

228.09/18 To consider approving and signing the minutes of the last regular meeting held on 2nd August 2018

The minutes from 2nd August 2018 were confirmed as a true record and signed.

229.09/18 To consider matters arising from the minutes not included elsewhere on the agenda.

- a. Rodent control Madeley Pool-a letter had been received from a parishioner unhappy with the response from NBC re no action on the rats. The Council noted that people were feeding the rats indirectly by feeding the ducks bread.

230.09/18 CCTV Approval in principle

The cost for electricity installation had still not been received. However, a form had been completed by the CCTV contractor for permission to install the CCTV on a lighting column as Eon would have to carry out a process of consultation. Costs had already been received back in February for the equipment.

It was **resolved** to approve the installation of the CCTV subject to a reasonable cost of electrical work being £250 or less.

231.09/18 Neighbourhood Plan for Madeley Parish.

- a. Response to Green Space Strategy.

The Parish Council as both a landowner and manager of assets in the community confirmed that they supported the assets contained within the green space proposals of the neighbourhood plan.

- b. Progress report-noted.

232.09/18 To Receive reports from Borough and County Councillors.

Borough Councillors-The majority of the time had been spent on Planning issues. The New Road application had been refused due to the significant gradient of the development, the planned flats would overlook adjacent properties. The Rowley House development was refused as one of the plots represented an over development and was too close to a neighbouring property. However, it was noted that there was still outline planning permission in place so a further application for both or either sites could be submitted. Hazeley Paddocks was also refused as an inappropriate development in the green belt.

Community payback had been on site for the past two Sundays making a significant difference,

There was also no further progress on the currently vacant Offley Arms.

County Councillor-the Council were looking at their mid-term strategy with a view to taking some very hard decisions. Looked after Children and Adult Social Care had taken its toll on once healthy reserves.

SCC had removed the Green Grant allowance from NBC with the result that NBC would be introducing an opt in annual charge of £36 per annum to remove garden waste. The withdrawal of the grant meant that the once free service was not available and was not double taxation as perceived.

SCC will be trailing a rollout of a mapping system that will show where highway issues had been reported and the progress of that report. It would also show requests from the community e.g. road junction widening.

Cllr D Whitmore mentioned the previously reported damaged reflective bollard at the end of New Road. Cllr Whitmore to report again and send the reference details to Cllr P Northcott.

SCC were looking at making better use of the integrated care teams and better use of hospital beds emphasising the need to focus on recovery in the home environment. There is a shortage of GPs in the County and it was proposed to focus resources on supporting GPs so their role as the first line of access to health services rather than presenting at A and E.

DW

It was **resolved** to receive the information

233.09/18

Financial Matters,

- a. MPC Grant Programme-no applications had been received, the balance of £3,400 was noted.
- b. It was **resolved** to approve the attendance of the Clerk and RFO to the Cheshire branch of SLAA day conference.
- c. It was **resolved** to approve the attendance of the RFO at SLCC conference in October at a cost of £45.65
- d. It was **resolved** to note the completion of external audit by Mazars for the Accounts ending March 2018 and that there was nothing to report.
- e. Budget priorities for 2019-20. The RFO proposed that as a start to the budget process she would prepare a draft on the status quo for the next meeting but also include any suggestions from Councillors that will be e-mailed directly to her before the next meeting.
- f. Current level of reserves and allocation. The External auditor had not raised the level of reserves as an issue but had requested clarification. It was **resolved** to agree the allocation of reserves as set out in appendix D
- g. Signatory for banking mandate.-It was **resolved** to add Cllr Nigel Orme as a signatory to the banking mandate.
- h. It was further **resolved** to approve the payments, receipts and transfers as in appendix D.
- i. It was **further resolved** to receive the Budget update and bank reconciliation statement as in appendix .

234.09/18 GDPR

The RFO and Clerk had been in discussions following attendance at SCC by RFO to a gap analysis. Three important issues were raised:

Anyone can ask any member of the Council for a subject access request. Once that takes place there are 28 days to respond with no extensions.

As a result of the above information the Clerk will place an auto reply on her e-mails whilst on leave stating there is no access to e-mails or post. The timing of the request would then commence from the opening of the e-mail. It was also evident that Councillors would need to consider a .gov.uk email account purely for Parish matters as an applicant could ask for 6 years worth of information. This would not be accessible on councilors personal e-mail addresses. Clerk to look at this for next meeting.

Clerk

All Council members needed to ensure that memory sticks containing Parish information were encrypted and that phones, tablets, PCs etc were also password protected.

Any breach-whether accidental or deliberate needed to be reported within 72 hours.

It was **resolved** to receive the above information

Cllr A Davenport arrived at 7:50pm)

235.09/18 Community Support Worker Role.

No applications had been received. It was agreed that Cllr D Whitmore approach the previous post holder with a view to requesting she take on some specific targeted projects with the support of Councillors.

236.09/18 Adoption of BT telephone box, Madeley Heath

The draft contract had been circulated, The Clerk had added 2 photographs as a condition of schedule of the box at the time of signing the contract.

It was **resolved** that the Chairman and Vice Chairman sign the document at the meeting and this was witnessed by the Clerk.

237.09/18 Defibrillator for Madeley Village.

A request had been received from a parishioner for a defibrillator in Madeley Village. It was agreed that further work was needed to establish location, make, model etc. Cllr N Orme agreed to bring proposals to the next meeting.

NO

It was **resolved** in principle to support the purchase of a defibrillator in Madeley Village.

MPC also supported the current internal defibrillator in The Madeley Centre. It had been reported that there had been some damage and replacement pads would be needed. It was **resolved** to ask the Chairman of Madeley and District First Responders to place the order for replacement parts.

JW**238.09/18 Remembrance Day 2018**

A working party comprising Cllr D Whitmore, Cllr Mrs. A Newton, Cllr Mrs. A Bourne and Mrs. D Burns had commenced work on preparations of this day. Concern had been expressed at the safety of the location of the War Memorial for larger numbers of people, especially children and older people with mobility difficulties. MPC recognized that it was a sensitive subject and

would need further exploration. It was agreed to formulate three options for discussion with the local community for future remembrance days.

(Cllr G White left the meeting at 8:25pm)

239.09.18 Proposed use of Social Media

Cllr Ms D. Riley had suggested MPC make use of Social Media to both raise awareness, consult and receive comments from Parishioners. Management could be difficult. However, there were processes in place that could mitigate risk or abuse. It was agreed that Cllr. Ms. Riley would contact the Clerk of Silverdale Parish Council to look at their Social Media Policy with a view to bringing proposals back to the October meeting.

DR

240.09/18 Youth Activities.

Contact with relevant stakeholders still needed to be made to identify expectations and practicalities.

241.09/18 Outdoor Gym Birch Dale

Clerk had chased again the agreement from SCC. Clerk to send e-mail to Cllr P Northcott to speed up the process.

**Clerk
PN**

242.09/18 Draft Statement of Licensing Principles

The draft statement had been previously circulated.
It was **resolved** to reply to NBC with a positive response.

243.09/18 HS2

A leaflet had been delivered to residents close to the proposed line and a copy sent to the Clerk. This had been circulated

244.09/18 Police and Crime Matters

The police had been made aware of issues with young people on illegal motorbikes in the village with no tax and no insurance.

The Clerk had also reported an issue with broken glass, cannabis smoking etc at the footbridge in Madeley Heath Wood.

245.09/18 Parish Appearances

- a. Holly Hedge-had been cut 10 days previously
- b. Strimming off Hillwood-completed by the handyman
- c. Adopt a planter scheme-update in the Clerks report had been received. It was agreed that Cllr Ms Riley would take to Madeley Tidy Group for further discussion.

DR

246.09/18 Councillors specific responsibilities.

LAP-no one had been able to attend. However, it was noted that Ann Spilsbury had been elected as Chair and Judy Lewis, Vice Chair.

Madeley pool-the Community Payback Team had spent two sessions around the pool clearing out vegetation. Still waiting for NBC to commission a report on the state of the pool banks. Madeley Fishing Club was looking to fund and replace the fishing pegs. There were also issues with three trees in the pool and Cllr A Rowley had spoken with

NBC to try and resolve the problem. He was also going to contact one of the team leaders to get the embankment cut by Poolside. **AR**

247.09/18 Planning Applications

- a. 18/00587/FUL-The Mallards, Moss Lane-Part two storey and part single storey side extension.

<http://publicaccess.newcastle-staffs.gov.uk/online-applications/PLAN/18/00587/FUL>

There were no objections to this application

- b. 18/00592/FUL-Swallow Barn Moor Hall Farm, Bower End Lane-erection of new conservatory.

<http://publicaccess.newcastle-staffs.gov.uk/online-applications/PLAN/1800592/FUL>

There were no objections to this application.

- c. 18/00620/LBC-Old Hall, Poolside-gable end window in bedroom loft window-removal of one pane and converted to an opening window,

<http://publicaccess.newcastle-staffs.gov.uk/onlineapplications/PLAN/1800620/LBC>

There were no objections to this application.

248.09/18 Town and Planning Matters generally.

The report was noted.

249.09/18 Clerks Report

The Clerks report was noted. Cllr D Whitmore confirmed that Aspire were content with the removal of the Christmas Tree from their land for use by the Parish Council.

250.09/18 Christmas 2018

Catering contract. The information had been previously circulated.

It was **resolved** to award the contract to Fresh2U caterers.

Formation of working party for Christmas 2018-it was agreed that Cllrs Mrs. J Whitmore, Mrs. A Newton, Ms D Riley and D. Whitmore would work with Mrs. Burns to put on the events at Christmas. It was suggested that perhaps Pepper Street Arts would perform at one of the events.

**AN/JW/
DW/DR**

(Cllr P Northcott left the meeting at 9:10pm)

251.09/18 Heath Wood Boundary Issue

The Clerk and the Chairman had visited the property in question and met with the owner. It was agreed that no further action should be taken as there was no acquisition of Parish Council land.

It was **resolved** to take no further action on this matter.

252.09/18 Race, Equality and Crime and Disorder Statement.

The Council recognized that it had discussed matters of crime and disorder.

253.09/18 Councillors Planned absence

Absences were duly noted.

254.09/18 Date and venue for the next regular meeting.

Thursday 4th October 2018, Madeley Centre, New Road, Madeley at 7:00pm

The Chairman thanked the Councillors for their attendance and closed the meeting at 9:15pm

Approved Payment schedule September 2018

BACS/CHC	TO WHOM PAID	DETAILS	Total inc VAT
bacs 84	Glendale	Rock garden June	162.72
bacs 85	Glendale	Maintence for June inc grass	1269.84
bacs 86	HMRC	Tax/NI chairs allowance Sept	300.00
bacs 75	Dave Whitmore	Chairs Allowance (1500 less paye/ni)	1200.00
bacs 87	Glendale	Grass cutting August	634.92
bacs 88	Glendale	Rock garden August	27.12
bacs 89	C Withington	Salary Sept and Expenses	278.08
bacs 90	J Simpson	Salary Sept and Expenses	921.66
bacs 91	HMRC	Tax and NI Sept	114.90
bacs 92	JD Quick	Bus Shelters inc cleaning Sept	175.00
bacs 93	Amy Taylor	swing security Sept PAID	70.04
bacs 94	Lisa Pickerill	swing security Sept	70.04
bacs 95	Mazzars	Audit fee Ext	360.00
bacs 96	Urban Vision	NP fees	4500.00
bacs 98	Nick Speakman	renewal for NP website	60.00
bacs 99	Madeley Centre	Monthly meeting 5th July 20.00 NP meeting 16th July 18.00	38.00
bacs 100	SLCC Cheshire	SLCC Cheshire Branch Conference – Thursday 27th September 2018 Clerk	22.50
bacs 101	SLCC Cheshire	SLCC Cheshire Branch Conference – Thursday 27th September 2018 RFO	6.00
bacs 102	Steve Hough	Swings at Hillwood Road	190.00
		Monthly Total	10575.26