

LOWER WITHINGTON PARISH COUNCIL

NOTICE OF PARISH COUNCIL MEETING

Date: Monday 25th July, 2022

Time: 7:30p.m.

Venue: Lower Withington Parish Hall

E.M.Maddock

Dr. E. M. Maddock PSLCC,
Clerk & Responsible Financial Officer.

Dated 20th July, 2022

In order to keep councillors and other members of the public safe, please do not attend the meeting if you are feeling unwell for any reason or if you have been in contact with anyone who has Covid or Covid symptoms.

All attendees will be expected to respect social distancing preferences of other attendees.

Government guidance available at: <https://www.gov.uk/guidance/people-with-symptoms-of-a-respiratory-infection-including-covid-19>

AGENDA

To Members of Lower Withington Parish Council,

You are hereby summoned to attend the Parish Council Meeting, as shown above, to consider and determine the following business:

- 1. Apologies for absence** - To receive apologies for absence from Members.
- 2. Declarations of Interest** - To receive Declarations of Interest in any items on the agenda.
- 3. Public Forum for Questions**
- 4. Reports from External Organisations**
 - (a) Gawsorth Ward Policing Team - To receive a report on matters of interest / concern within the Parish.
 - (b) Cheshire East Ward Member Cllr. L. Smetham - Report on items of interest to the Parish Council.
- 5. Minutes** - To approve the Minutes of the Parish Council meeting held 27th June, 2022 as a correct record.
- 6. Finance**
 - (a) To receive and consider the Financial Statement 2022/23 as at 25th July, 2022. (Appendix A)
 - (b) To note receipts since the last meeting listed at Appendix B.
 - (c) To approve the payments listed at Appendix C.
 - (d) To receive and consider invoice relating to existing website provision.
- 7. Planning Applications**
 - (a) To receive and note recent planning decisions issued by Cheshire East Council. (Appendix D)

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- (b) To consider the following planning applications -
- i. 22/2533M - Piggotts Hall, Congleton Lane, Lower Withington.
Erection of a single storey extension to coach house annex to provide additional ground floor space.
[Link to information: <https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=22/2533M&row=3&query=a1b19341d3724ec78f2611f8655e6763&from=i>]
 - ii. 22/2389M - Bank View Farm, Hodgehill Lane, Siddington. SK11 9LU
Barn conversion.
[Link to information: <https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=22/2389M&row=2&query=a1b19341d3724ec78f2611f8655e6763&from=i>]
 - iii. 22/2659M - Land at Pitt Lane, Lower Withington. SK11 9ED
Prior approval for change of use of an agricultural building to a C1 use (hotel) as aparthotel accommodation.
[Link to information: <https://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=22/2659M&row=1&query=a1b19341d3724ec78f2611f8655e6763&from=i>]
 - iv. Any applications received following issue of Agenda may be included for discussion if required.

8. Highway Maintenance and Enhancements

- (a) To receive updates on reported highway matters including:
- i. Dislodged coping stone on bridge at Catchpenny Lane.
 - ii. Overhanging hedge at junction of Farm Lane and Holmes Chapel Road.
 - iii. Holes in road at junction of Whisterfield Lane and Chapel Lane.
 - iv. Polluted run-off entering ditch along Catchpenny Lane.
 - v. Deteriorating white lines along Salters Lane between Parish Hall and the Chapel.
 - vi. Potholes at junction of Lapwing Lane and Holmes Chapel Road.
- (b) To receive new highway maintenance matters for attention from Members.
- (c) To receive any updates available relating to the siding out work at Salters Lane.
- (d) To receive an update relating to the proposal for double white lines on A535 near to junction with Catchpenny Lane.

9. Parish Council Projects

- (a) To receive an update relating to the motion submitted to the ChALC Annual Meeting.
- (b) To receive an update relating to the collation of a community contact list.
- (c) To receive and consider quotations for a replacement website to meet the website accessibility regulations.
- (d) To receive an update relating to the oiling of the owl at Dicklow Cob.
- (e) To receive an update relating to the planting of fruit trees at Dicklow Cob.
- (f) To receive an update relating to the planting of the island at Lower Withington Parish Hall.
- (g) To receive a suggestion for provision of planters within the Parish.
- (h) To receive and consider quotations for the provision of an additional defibrillator.

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10. Correspondence

- (a) To consider specific correspondence received by the Parish Council since the date of the last ordinary meeting and to determine such action as Members consider appropriate thereto:
 - i. ChALC - Briefing notes on Biodiversity Net Gain and the Levelling Up Bill.
 - ii. Peover Superior Parish Council - Dissatisfaction with Cheshire East Council Planning Enforcement service.
 - iii. NALC - Short term holiday lets consultation.
[Link to information: <https://www.gov.uk/government/consultations/developing-a-tourist-accommodation-registration-scheme-in-england/developing-a-tourist-accommodation-registration-scheme-in-england-call-for-evidence>]

11. Parish Matters

- (a) To receive feedback following the Bluedot Festival event 2022.
- (b) To receive updates relating to charitable donations arising from the Bluedot Festival 2022.

12. Review of Parish Council policies

- (a) To review parish council policies and approve any amendments considered appropriate. (Appendix E)

13. Vacancy for Parish Councillor

- (a) To receive an update following the formal advertising of the vacancy.
- (b) To consider options for actions to be taken in respect of the vacancy.

14. Matters for inclusion on next/future meeting agenda

- (a) Review of: Subscriptions and assets.

15. Date of next meeting - 26th September, 2022 at 7:30p.m.

To consider passing a resolution under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press from the meeting for the following item of business on the grounds that it could involve the likely disclosure of exempt information.

16. Matters for consideration including those transferred from above items (as required)

E.M.Maddock

Dr. E. M. Maddock PSLCC,
Clerk & Responsible Financial Officer. Dated 20th July, 2022

For further information please contact: Tel: 01477 571444 Email: clerk@lowerwithington.com

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APPENDIX A

Financial Statement - 2022/23					
as at 25 July 2022					
Actual 2021/22 £.	Details	2022/23 Budget £.	Actual to Jun. 22 £.	Agenda Jul. 22 £.	Budget Balance £.
	Receipts				
10,375.00	Precept	9,807.00	4,903.50		4,903.50
0.00	Balances	2,453.00	0.00		0.00
1.56	Investment Interest	0.00	0.00	3.71	0.00
0.00	Sale of Assets	0.00	0.00		0.00
110.00	Grants, Donations & Refunds	0.00	0.00		0.00
1,061.87	V.A.T. Refund		0.00	41.07	49.06
11,548.43	Total Receipts	12,260.00	4,903.50	44.78	4,952.56
	Payments				
3,645.40	Salary (Clerk)	3,350.00	929.49	309.83	2,110.68
0.00	National Insurance (Employer)	0.00	0.00		0.00
250.00	Allowances (Clerk)	300.00	0.00		300.00
0.00	Chairman/Member Allowances	0.00	0.00		0.00
98.81	Administration	290.00	0.00		290.00
153.72	Audit Fees (internal & external)	175.00	171.00		4.00
204.19	Insurance	250.00	300.00		-50.00
200.00	Donations (Sect. 137)	525.00	0.00		525.00
500.00	Grants	3,000.00	2,018.32	585.40	396.28
20.00	Website	155.00	5.00		150.00
200.60	Subscriptions/Affiliation Fees	330.00	162.00		168.00
0.00	Room Hire	325.00	0.00		325.00
25.00	Training	210.00	0.00		210.00
0.00	Professional Services	750.00	0.00		750.00
0.00	Assets - Purchase	1,000.00	0.00		1,000.00
298.00	Assets - Maintenance	1,100.00	51.00	215.00	834.00
0.00	Contingency	500.00	0.00		500.00
41.07	V.A.T.		49.06		
5,636.79	Total Payments	12,260.00	3,685.87	1,110.23	7,512.96

Cash/Bank Reconciliation	01/04/22	27/06/22	25/07/22	31/03/23
Balance B/Fwd.	33,156.82	33,156.82	34,374.45	33,309.00
Add Total Receipts	12,260.00	4,903.50	44.78	4,952.56
Less Total Payments	-12,260.00	-3,685.87	-1,110.23	-7,512.96
Balance C/Fwd.	33,156.82	34,374.45	33,309.00	30,748.60
Cumulative Balances	Balance	Balance	Balance	Balance
	01/04/22	27/06/22	25/07/22	31/03/23
General Funds	11,833.16	15,050.79	13,985.34	11,424.94
Earmarked Reserves	21,323.66	19,323.66	19,323.66	19,323.66
	33,156.82	34,374.45	33,309.00	30,748.60

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CASH/BANK RECONCILIATION AS AT - 25th July, 2022

CASH

Balance Brought Forward 01/04/22	
Current Account	17,702.71
Business Reserve Account	15,454.11
Plus Receipts	4,948.28
	<u>38,105.10</u>
Less Payments	4,796.10
Balance Carried Forward 25/07/22	<u><u>33,309.00</u></u>

BANK (Natwest)

Business Reserve Account -	15,457.82	05/07/22
Add income/transfer received since above Statement		
	<u>0.00</u>	0.00
Less unpresented cheques		
	<u>0.00</u>	15,457.82 25/07/22
Current Account -	21,293.22	05/07/22
Add income received since above Statement		
	<u>0.00</u>	0.00
Less unpresented cheques/ Transfer		
Approved	-2,331.81	
For approval	<u>-1,110.23</u>	
	<u>-3,442.04</u>	17,851.18 25/07/22
Total Bank Balances 25/07/22	<u><u>33,309.00</u></u>	

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APPENDIX B

Receipts

a. NatWest Bank plc	£1.08	Gross interest - April 2022
b. H.M. Revenue & Customs	£41.07	VAT reclaim 2021/22
c. NatWest Bank plc	£1.36	Gross interest - May 2022
d. NatWest Bank plc	£1.27	Gross interest - June 2022

APPENDIX C

Payments for approval

a. Cheque No 000521	Lower Withington Rose Day Group	£400.00	Grant: Annual Seniors Lunch
b. Cheque No 000522	Mrs. J. Halman	£185.40	Refreshments for Jubilee event
c. Cheque No 000523	E. M. Maddock	£247.83	Salary: July 2022
d. Cheque No 000524	H.M. Revenue & Customs	£62.00	Employee income tax
e. Cheque No 000525	Home Assist	£215.00	Oiling & staining of carved owl at Dicklow Cob

APPENDIX D

Outstanding planning applications & recent planning decisions

- 18/3395M - Four Oaks, Farm Lane, Lower Withington. SK11 9DU
Change of use to include use of the site for the holding of auctions (retrospective).
DECISION STATUS - Undecided
- 19/2936W - Dingle Bank Quarry, Holmes Chapel Road, Lower Withington. SK11 9DR
Variation of Condition 4 on application 16/3064W - Variation of Condition 2, 4 & 5 of permission 10/3080W.
DECISION STATUS - Undecided
- 21/4653M - Little Gleads Moss Farm, Gleadsmoss Lane, Lower Withington.
Conversion of existing barn into accessible holiday let.
DECISION STATUS - Undecided
- 21/5014M - Bank View Farm, Hodgehill Lane, Siddington. SK11 9LU
Extension and alterations to existing dwelling, new build garage and new vehicular access.
DECISION STATUS - Undecided
- 21/6152M - Welltrough Hall Farm, Trap Street, Lower Withington. SK11 9EF
The proposed development is to apply for 5 extra hardstanding pitches connected to existing touring caravan site and to use existing toilet/shower block.
DECISION STATUS - Undecided
- 21/6173M - Boundary House, Hodgehill Lane, Lower Withington. SK11 9LU
Proposed part two storey, part single storey rear extension.
DECISION STATUS - Undecided

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- 22/0700M - 9 Catchpenny Lane, Lower Withington. SK11 9DQ
Proposed front porch.
DECISION STATUS - Undecided
- 22/0704M - 9 Catchpenny Lane, Lower Withington. SK11 9DQ
Proposed single storey rear extension.
DECISION STATUS - Undecided
- 22/1031M - Smiths Green Farm, Catchpenny Lane, Lower Withington.
Reserved matters of access, appearance, landscaping, layout and scale in connection with outline approval 20/0499M.
DECISION STATUS - Undecided
- 22/1176M - Jodrell Bank Observatory, Macclesfield Road, Cheshire. SK11 9DL
Removal/variation of condition 2 (approved plans) on planning approval 17/4370M - The proposal includes the creation of a new, single storey building to house a heritage exhibition and visitor centre. In conjunction with this, new footpaths, landscaping and associated enabling works are provided.
DECISION STATUS - Undecided
- 22/1232M - Old Hall Cottage, Holmes Chapel Road, Lower Withington. SK11 9DT
Removal of condition 3 on approval 21/0765M - Revocation of Permitted Development Rights.
DECISION STATUS - Undecided
- 22/1361M - The Old Cheshire Hunt, Holmes Chapel Road, Lower Withington. SK11 9DH
Listed building consent for, courtyard - renovation of existing cobbled areas; addition of new flagged areas; new walls to create courtyard enclosures; new stone set edgings to driveway, buildings and hard standing edges. Outbuilding conversion to garage and associated works.
DECISION STATUS - Undecided
- 22/1408M - Sunnyside, Salters Lane, Lower Withington. SK11 9LL
Proposed replacement dwelling.
DECISION STATUS - Undecided
- 22/1656M - Haddon Cottage, Whisterfield Lane, Lower Withington. SK11 9DD
Proposed single storey rear kitchen and dining room extension. New structural opening to front elevation with insertion of bi-fold doors/windows. Proposed lantern light to existing flat roof area.
DECISION STATUS - Undecided
- 22/1959M - Foden Bank Farm, Lapwing Lane, Lower Withington. SK11 9AD
Two storey rear extension, with single storey side extension, porch to main entrance, driveway alterations and conversion of double garage to annexe accommodation with leisure building extensions.
DECISION STATUS - Undecided
- 22/2465M - Lowndes Farm, Messuage Lane, Lower Withington.
Proposed demolition of existing utility and replacement with new utility and bathroom above at first floor, new bay window off lounge and front bedroom above.
DECISION STATUS - Undecided

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APPENDIX E

Review of parish council policies

[Copies of draft policies available at: <https://www.lowerwithington.com/policies>]

Policy: Standing Orders

Recommended update: Clause 18(f): replace “£189,330” with “£213,477” and replace “£4,733,252” with “£5,336,937”.

Reason for recommended update: To reflect updated Procurement Policy Note issued by Cabinet Office which applied from 1st January, 2022.

Policy: Standing Orders

Recommended update: Clause 18(g): replace “£378,660” with “£426,955” and replace “£4,733,252” with “£5,336,937”.

Reason for recommended update: To reflect updated Procurement Policy Note issued by Cabinet Office which applied from 1st January, 2022.

Policy: Financial Regulations

Recommended update: Clause 11(c) Footnote 2: in (a) replace “209,000 Euros (£181,302)” with “£213,477” and in (b) replace “2,225,000 Euros (£4,551,413)” with “£5,336,937”.

Reason for recommended update: To reflect updated Procurement Policy Note issued by Cabinet Office which applied from 1st January, 2022.

Policy: Information and Data Retention and Disposal Policy

Recommended update: Page 4, table 2: Delete row 13

Reason for recommended update: To remove duplicate information.

Policy: Information available from Lower Withington Parish Council under the model publication scheme

Recommended update: None

Reason for recommended update: N/A

Policy: Privacy Notice - General

Recommended update: Page 1 - “Where you pay for activities such as use of a council hall....” Recommend substituting 'use of a council hall' for 'the hiring of council facilities'.

Reason for recommended update: To make the policy more relevant and avoid unnecessary confusion regarding responsibility for local venues.

Policy: Privacy Notice - staff, councillors and role holders

Recommended update: None

Reason for recommended update: N/A

Policy: Subject access policy

Recommended update: Redrafting of policy.

Reason for recommended update: To make the policy more relevant and concise.