

# LOWER WITHINGTON PARISH COUNCIL

## AGENDA

### PARISH COUNCIL MEETING

**DATE:** MONDAY 24<sup>TH</sup> SEPTEMBER, 2018  
**TIME:** 7:30 p.m.  
**VENUE:** LOWER WITHINGTON PARISH HALL

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** -
2. **DECLARATIONS OF INTEREST** - To receive Declarations of Interest in any item on the agenda.
3. **MINUTES** -
  - i) To approve the Minutes of the Parish Council meeting held 30<sup>th</sup> July, 2018 as a correct record and authorise signing by the Chairman.
4. **PUBLIC FORUM FOR QUESTIONS** -
5. **REPORTS FROM EXTERNAL ORGANISATIONS** -
  - i) Gawsworth & Chelford Wards Policing Team - Report on matters of interest / concern within the Parish.
  - ii) Cheshire East Ward Member Cllr. L. Smetham - Report on items of interest to the Parish Council.
  - iii) ChALC - Cheshire East Council New Homes Bonus Community Fund - 03/09/18. (Clerk)
  - iv) Manchester Airport meeting with Town & Parish Councillors - 18/09/18. (Clerk)
6. **FINANCE** -
  - i) To receive and consider the Financial Statement 2018/19 as at 24<sup>th</sup> September, 2018. (Appendix A)
  - ii) To authorise the following payment -
    - a) Cheque No. 000418 E. M. Maddock £488.58 Salary: August - September, 2018.
  - iii) To note the following receipt since the last meeting -
    - a) Cheshire East Borough Council £5,300.00 Precept 2018/19 (50%).
7. **CORRESPONDENCE** -
  - i) To consider the specific correspondence (below) received by the Parish Council since the date of the last ordinary meeting and to determine such action as Members consider appropriate thereto:
    - a) Cheshire Community Action - Best Kept Village Awards Evening - 1<sup>st</sup> November, 2018.
    - b) ChALC - Annual Meeting - 25<sup>th</sup> October, 2018.
    - c) Cheshire East Council - Site Allocations and Development Policies Document - Consultation.
  - ii) To note other correspondence received since the date of the last ordinary meeting. (Appendix B)
8. **PLANNING** -
  - i) **To receive the latest planning schedule and discuss new applications.** (Appendix C)
  - ii) **Dingle Bank Quarry** - To receive updates relating to the quarry & Lapwing Hall Lake footpath. (JB/AB)
  - iii) **Planning Approach in Lower Withington** -
    - a) To receive an update on invitation to Jodrell Bank to discuss planning matters. (Clerk)
9. **COMMUNITY** -
  - i) **The Black Swan, Trap Street** - To receive information relating to a tribunal hearing against the decision to register the Black Swan as an Asset of Community Value.
  - ii) **Village Green Access** - To receive an update on present position. (Clerk)
  - iii) **Bluedot Festival** - To receive information relating to a resident de-briefing.
  - iv) **Jodrell Bank** - To receive information relating to World Heritage Site nomination. (Clerk)
  - v) **Parish Council Notice Boards** - To consider adequacy of present provision.
  - vi) **Remembrance Event to commemorate end of World War I** - To consider involvement in local activities.
10. **HIGHWAY MAINTENANCE & ENHANCEMENTS** -
  - i) **Highway Defects** - To receive the latest highway defect schedule and note any recent defects requiring attention. (Appendix D)
  - ii) **Highway Incidents within Parish** - To receive the latest highway incident log and note any recent incidents. (Appendix E)

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iii) **Parish Boundary Signs** - To note that the two new Parish Boundary signs have been installed.

iv) **Speed Review** - To consider proposals to undertake a speed review on Salters Lane. (Clerk)

**11. CO-OPTION OF PARISH COUNCILLOR -**

i) To consider the co-option of a Councillor to fill the vacancy on the Parish Council from candidates who have submitted an expression of interest.

**12. INFORMATION HANDLING POLICIES -**

i) To receive guidance information relating to Personal Data Breaches and Data Protection Impact Assessments.

ii) To receive, for submission at the next meeting, Personal Data Audit Questionnaires.

iii) To approve the deposition of archive Parish Council documents to the Cheshire Record Office.

iv) To consider the implementation of official Parish Councillor email accounts.

**13. MATTERS FOR INCLUSION ON NEXT/FUTURE MEETING AGENDA -**

**14. DATE OF NEXT MEETING - Monday 29<sup>th</sup> October, 2018 at 7:30p.m. at Lower Withington Parish Hall.**

**To consider passing a resolution under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 (Section 100(a) of the Local Government Act 1972) 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.**

**15. MATTERS FOR CONSIDERATION INCLUDING THOSE TRANSFERRED FROM ABOVE ITEMS -**  
(as required)

*E.M.Maddock*

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

Dated 17<sup>th</sup> September, 2018.

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APPENDIX A

Financial Statement - 2018/19					
as at 24 September 2018					
Actual 2017/18 £.	Details	2018/19 Budget £.	Actual to Jul. 18 £.	Agenda Sep. 18 £.	Budget Balance £.
<b>Receipts</b>					
6,270.00	Precept	10,600.00	5,300.00	5,300.00	0.00
0.00	Balances	0.00	0.00		0.00
0.89	Investment Interest	0.00	0.44		0.00
0.00	Sale of Assets	0.00	0.00		0.00
449.99	Grants, Donations & Refunds	9,000.00	0.00		9,000.00
52.28	V.A.T. Refund		166.29		31.86
<b>6,773.16</b>	<b>Total Receipts</b>	<b>19,600.00</b>	<b>5,466.73</b>	<b>5,300.00</b>	<b>9,031.86</b>
<b>Payments</b>					
2,874.00	Salary (Clerk)	2,915.00	977.18	488.58	1,449.24
0.00	National Insurance (Employer)	0.00	0.00		0.00
200.00	Allowances (Clerk)	200.00	0.00		200.00
0.00	Chairman/Member Allowances	0.00	0.00		0.00
78.24	Administration	215.00	0.00		215.00
0.00	Audit Fees (internal & external)	100.00	0.00		100.00
296.94	Insurance	350.00	296.94		53.06
45.00	Donations - Sect. 137	300.00	0.00		300.00
71.00	Website	70.00	5.00		65.00
217.75	Subscriptions/Affiliation Fees	285.00	187.40		97.60
170.00	Room Hire	260.00	180.00		80.00
0.00	Training	160.00	0.00		160.00
0.00	Professional Services	750.00	0.00		750.00
332.50	Assets - Purchase	1,250.00	154.28		1,095.72
313.95	Assets - Maintenance	750.00	0.00		750.00
0.00	Village Green Pathway Project	2,000.00	0.00		2,000.00
0.00	Neighbourhood Plan	9,500.00	0.00		9,500.00
790.80	Contingency	495.00	0.00		495.00
166.29	V.A.T.		31.86		
<b>5,556.47</b>	<b>Total Payments</b>	<b>19,600.00</b>	<b>1,832.66</b>	<b>488.58</b>	<b>17,310.62</b>

Cash/Bank Reconciliation	01/04/18	30/07/18	24/09/18	31/03/19
Balance B/Fwd.	9,153.95	9,153.95	12,788.02	17,599.44
Add Total Receipts	0.00	5,466.73	5,300.00	9,031.86
Less Total Payments	0.00	-1,832.66	-488.58	-17,310.62
<b>Balance C/Fwd.</b>	<b>9,153.95</b>	<b>12,788.02</b>	<b>17,599.44</b>	<b>9,320.68</b>
<b>Cumulative Balances</b>				
	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>
	<b>01/04/18</b>	<b>30/07/18</b>	<b>24/09/18</b>	<b>31/03/19</b>
General Funds	8,153.95	11,788.02	16,599.44	8,320.68
Earmarked Reserves	1,000.00	1,000.00	1,000.00	1,000.00
	<b>9,153.95</b>	<b>12,788.02</b>	<b>17,599.44</b>	<b>9,320.68</b>

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### CASH/BANK RECONCILIATION AS AT - 24 September, 2018

#### CASH

Balance Brought Forward 01/04/18	
Current Account	5,739.44
Business Reserve Account	3,414.51
Plus Receipts	10,766.73
	<hr/>
	19,920.68
Less Payments	2,321.24
Balance Carried Forward 24/09/18	<hr/> <hr/>
	<b>17,599.44</b>

#### BANK (Natwest)

<b>Business Reserve Account -</b>	3,414.95	05/07/18
Add income/transfer received since above Statement		
	<hr/>	
	0.00	
Less unrepresented cheques		
	<hr/>	
	0.00	
	<hr/>	3,414.95 24/09/18
<b>Current Account -</b>	10,076.39	05/07/18
Add income received since above Statement		
	<hr/>	
	5,300.00	
	<hr/>	5,300.00
Less unrepresented cheques/ Transfer		
Approved	-703.32	
For Approval	<hr/>	
	-488.58	
	<hr/>	-1,191.90
		14,184.49 24/09/18
<b>Total Bank Balances 24/09/18</b>		
	<hr/> <hr/>	<b>17,599.44</b>

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### APPENDIX B

#### CORRESPONDENCE

##### **Cheshire Association of Local Councils (ChALC)**

- ChALC Weekly Bulletin - 26 July 2018; 3, 16, 23, 30 August 2018; 6, 13 September 2018.
- Information request for Local Council schemes supporting vulnerable residents.
- Cheshire West & Chester Council - Code of Conduct Training.

##### **Cheshire East Council**

- Traffic Management LAP Reports - 26 July 2018; 2, 16, 23, 30 August 2018; 6 September 2018.
- Connected Communities Newsletter - Call for articles September/October 2018.
- Neighbourhood Planning Fortnightly Update - 27 July 2018; 10, 24 August 2018; 7 September 2018.
- Cheshire East Cemeteries Strategy Consultation - 20/07/18 - 14/09/18.
- Moston Regulation 16 Neighbourhood Planning Consultation - 31/07/18 - 14/09/18.
- New Homes Bonus Community Fund.
- Know Your Numbers Week - Blood Pressure Testing.
- 'Connected to people' - Integration Strategy Conference - 24<sup>th</sup> September 2018.

##### **Cheshire East Council - Temporary Road Closures / Restrictions -**

- Chelford Road, Prestbury from the junction with Collar House Lane for approximately 200 metres - 24-28/09/18.
- Woodhouse Lane, Macclesfield from junction with Wardle Crescent for approximately 150 metres - 15-19/10/18.
- Shellow Lane, Gawsworth approximately 10m north of Shellow Farm - 15/10/18.
- Butley Lanes, Prestbury from the junction with Bonis Hall Lane for approximately 300 metres - 22-23/10/18.
- Church Street, Macclesfield from junction with Back Wallgate to junction with Church Street - 08/08/18 - 18/09/18.
- Temporary Speed Restriction: Holehouse Lane, Adlington for its full extent - 30mph - 03-24/08/18.
- Ecton Avenue, Macclesfield from the junction with Buxton Road to the junction with Roewood Lane - 10-11/09/18.
- Lark Hall Road, Macclesfield for its full extent - 06-07/09/18.
- Andrew Grove, Macclesfield for its full extent - 05-06/09/18.
- Bonis Hall Lane, Prestbury from the junction with London Road for approximately 500 metres - 14/09/18.
- Lees Lane/Wilmslow Road/Bonis Hall Lane, Prestbury - Lees Lane at the junction of Wilmslow Road to the Junction of Bonis Hall road with the A523 - 08-09/09/18.
- A536 Macclesfield Road, Macclesfield from junction with School Lane to junction with Moss Lane - 01-05/09/18.
- Street Lane, Adlington from the junction with the A523 to the junction with Cawley Lane - 05-07/09/18.
- Weight Restriction Suspension - Hulley Road, Macclesfield from the junction with Queens Avenue to the junction with Hurdsfield Road - 02/10/18.
- Queens Avenue, Macclesfield from the junction with Hulley Road to the junction with Hurdsfield Road - 02/10/18.
- Bunce Lane, Gawsworth from the junction with Congleton Road to the junction with Marton Hall Lane - 01/11/18.
- Andrew Grove, Macclesfield for its full extent - 05-07/09/18.
- Lark Hall Road, Macclesfield for its full extent - 05-07/09/18.
- Kishfield Lane, Kettleshulme - 08-26/10/18.
- Hurst Lane, Bollington - 08-21/10/18.
- Wood Lane South, Adlington - 30/10/18 - 05/11/18.
- Moss Lane, Gawsworth - 05-16/11/18.
- Poynton Street, Macclesfield from the junction with Chester Road to the junction with Longacre Street - 29/09/18.
- Barnard Close, Macclesfield for the full extent - 17-18/09/18.
- Thirlmere, Macclesfield for its full extent - 18-19/09/18.
- Buxton Old Road, Disley from the junction with Mudhurst Lane for approximately 250 metres - 16/09/18.

##### **Other Correspondence**

- HMRC - 23/07/18 - Expenses and benefits webinars; 25/07/18 - Brand new Statutory Sick Pay online guide; 27/07/18 - Expenses and Benefits; 02/08/18 - Delivering online help for employers; 07/08/18 - Health & Safety in the workplace; 09/08/18 - Introduction to expenses and benefits; 22/08/18 - Common payroll mistakes; 24/08/18 - Changes to GCSEs; 30/08/18 - PAYE basics; 31/08/18 - Managing sick leave and pay; 03/09/18 - Typical employee benefits; 06/09/18 - Sick Pay, Maternity and Paternity Pay and Leave; 12/09/18 - Expenses & Benefits; 14/09/18 - Managing food and functions expenses.
- Community & Voluntary Services - 07/08/18 - Spotlight e-Bulletin; 17/08/18 - e-Bulletin; 31/08/18 - e-Bulletin.
- Information Commissioner's Office - Newsletter - August 2018; September 2018.
- United Utilities - Hosepipe ban cancelled.
- Healthwatch Cheshire East - Employment opportunity.

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- Middlewich Neighbourhood Plan: Regulation 14 Consultation. (Closes 19/09/18)
- Healthwatch Cheshire East - Newsletter.
- North West Air Ambulance Charity - Brew with the Crew for North West Air Ambulance Charity.
- Healthwatch Cheshire East - Macmillan Coffee Morning - 28th September, 2018.
- Borough Councillor L. Smetham - Good primary school results in Cheshire East.
- Bluedot Festival - 2019 Festival tickets on sale.
- Borough Councillor L. Smetham - Local Plan Site Allocation & Development Policies Document information.
- Borough Councillor L. Smetham - A536 Congleton / Macclesfield opening ahead of schedule.
- Borough Councillor L. Smetham - Countryside Stewardship Woodland Creation Grant Now Open Year Round.

### APPENDIX C

#### OUTSTANDING PLANNING APPLICATIONS & RECENT PLANNING DECISIONS

Application Reference	Location	Proposed Development	Cheshire East Council Decision
18/3395M (25/07/18)	Four Oaks, Farm Lane, Lower Withington. SK11 9DU	Change of use to include use of the site for the holding of auctions (retrospective).	
18/3399M (20/07/18)	Beech Tree Cottage, Long Shoot Road, Lower Withington. SK11 9DX	Proposed conversion of an existing attached garage to a family room.	10/09/18 - Approved with Conditions.
18/3790M (01/08/18)	Jodrell Bank Observatory, Macclesfield Road, Jodrell Bank, Cheshire. SK11 9DL	Carrying out minor alterations to the flat roof including increasing the overall height by approx. 300mm and applying new fascia detail and rainwater goods.	

#### NEW PLANNING APPLICATION

Application Reference	Location	Proposed Development	Comments Deadline
18/4414M (03/09/18)	Strawberry Wood Caravan Park, Farm Lane, Lower Withington. SK11 9DU	Installation of a permanent static van on the touring van site to provide manager accommodation. The static van will occupy an existing stand reducing the capacity for touring vans from 25 to 24.	03/10/18

### APPENDIX D

#### OUTSTANDING HIGHWAY DEFECT SCHEDULE

Date	Location	Issue	Ref. No.	Cheshire East Council Status Report
12/05/14	Opposite Ivy Farm, Salters Lane.	Damaged Cheshire Railings.	2524740	30/07/18 - This has been identified for repair, unfortunately due to a small amount allocated to fencing/ walling within the business plan, this years budget has been taken up with higher priority/risk locations.
04/04/16	South View - opposite 'No. 6'.	Indentation across full carriageway with pot hole at one end.	3252339	12/09/18 - Work complete.
31/01/18	Catchpenny Lane near to driveway to Smiths Green Farm.	Flooding.	3314497	30/07/18 - Drainage investigation work to be carried out.
31/01/18	Chapel Lane near April Cottage.	Flooding.	3314505	30/07/18 - Drainage investigation work to be carried out.
13/02/18	Holmes Chapel Road near junction with Longshoot Road.	Flooding.	3317196	30/07/18 - Added to ad-hoc jetting list. Will require 3 way temporary signals so cannot be done with routine emptying.

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Date	Location	Issue	Ref. No.	Cheshire East Council Status Report
19/02/18	Opposite Highway Garage and outside The Beeches, Holmes Chapel Road.	Blocked gullies.	3318499	29/05/18 - Matter linked to Flooding report (above) 3317196. 30/07/18 - Added to ad-hoc jetting list. Will require 3 way temporary signals so cannot be done with routine emptying.
30/04/18	Gleads Moss.	Missing sign.	?	AB
30/04/18	Trap Street.	Fly tipping.	?	AB

### APPENDIX E

#### PARISH HIGHWAY INCIDENT LOG

Date	Location	Details
January 2013	Village Green	Car on Village Green
January 2013	Outside Daisy Bank Farm (A535)	Car accident
January 2013	Outside Dingle Bank Farm	Car accident
February 2013	Jodrell Bank Poultry Farm	Car through fence
March 2013	Trap Street	Serious accident - car hit telegraph pole, driver cut free
07/05/2013	Between Windy Arbour and Hodge Lane corner	Accident
June 2013	Rose Cottage, Trap Street	Car through hedge
End June 2013	Longshoot Lane	Vehicle accident - skid marks and damaged tree observed
July 2013	Ivy Farm Barn	Car through hedge
August 2013	Trap Street at junction with Welltrough	Car and coach in collision
September 2013	Holmes Chapel Road	Wagon left the road
13/02/2014	Junction of Farm Lane and A535	Two car collision - one driver fatally injured
May 2014	Opposite Withington Hall (A535)	Collision of two 4x4 vehicles
May 2014	Opposite Ivy Farm, Salters Lane	Vehicle collision
July 2014	At junction of Salters Lane and Dicklow Cob	Vehicle collision
September 2014	Hodgehill corner	Police involved
November 2014	Dairy Farm, Trap Street	Car left the road and cleared fence landing in field
January 2015	Bend at Bomish Lane	Four accidents on Holmes Chapel Road
January 2016	Near junction of Catchpenny Lane with A535	Two car collision
January 2016	Bend at Bomish Lane	Collision - chevron sign knocked down
February 2016	At entrance to Lower Withington Parish Hall	Vehicle collision - damage to highway signage
March 2016	Salters Lane (B5392) on sharp bend near Mill House Farm	Vehicle in the hedge
May 2016	Village Green, opposite Chapel	Vehicle left highway into Village Green trees
July 2016	Holmes Chapel Road	Vehicle collision (minor injuries)
September 2016	Holmes Chapel Road	One vehicle collision (no injuries)
October 2016	Salters Lane	Vehicle left road due to mud on road
November 2016	Salters Lane	Vehicle left road into a field
December 2016	Salters Lane	Vehicle left highway onto Village Green
January 2017	Holmes Chapel Road (towards Chelford)	Vehicle collision with animals (Vehicle smashed)
May 2017	Holmes Chapel Road (near Daisy Bank Farm)	Vehicle left road into hedge
September 2017	Holmes Chapel Road (near Daisy Bank Farm)	Vehicle collision with stationery vehicle
07/01/2017	Salters Lane	One vehicle collision with fence
January 2018	Holmes Chapel Road (near Bomish Lane)	Collision resulting in chevron sign being knocked down
February 2018	Holmes Chapel Road (near Highway Garage)	Vehicle skidded due to flooding and ice on road.
26/05/18	Bomish Lane	Collision involving cyclist and vehicle.
June 2018	Farm Lane	Collision requiring Air Ambulance attendance.
05/07/18	Salters Lane	Fatal collision between motorcycle and car.