

# LOWER WITHINGTON PARISH COUNCIL

## AGENDA

### PARISH COUNCIL MEETING

**DATE: MONDAY 29<sup>TH</sup> OCTOBER, 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 24<sup>th</sup> September, 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) Bluedot Festival - Resident De-Brief.
- 6. FINANCE -**
  - i) To receive and consider the Financial Statement 2018/19 as at 29<sup>th</sup> October, 2018. (Appendix A)
  - ii) To authorise the following payment -
    - a) Cheque No. 000419 E. M. Maddock £244.29 Salary: October, 2018.
  - iii) To note the following receipts since the last meeting -
    - a) NatWest Bank plc. £0.15 Gross Interest - July, 2018.
    - b) NatWest Bank plc. £0.15 Gross Interest - August, 2018.
    - c) NatWest Bank plc. £0.13 Gross Interest - September, 2018.
- 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) Borough Councillor L. Smetham - Mayor's Christmas Charity Ball - 24<sup>th</sup> November, 2018.
    - b) Macclesfield Town Council - Notification of first New Homes Bonus Community Fund meeting date.
  - 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) To receive an update relating to caravan events at Welltrough Hall Farm. (Clerk)
  - iii) Dingle Bank Quarry - To receive updates relating to the quarry & Lapwing Hall Lake footpath. (JB/AB)
- 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) Jodrell Bank - To receive information relating to World Heritage Site nomination. (PD)
  - iv) Parish Council Notice Boards - To receive estimates for a new notice board.
  - v) 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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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 completed Personal Data Audit Questionnaires from Members.
  - ii) To receive an update on the implementation of official Parish Councillor email accounts.
13. **MATTERS FOR INCLUSION ON NEXT/FUTURE MEETING AGENDA -**
  - i) Speed Review - Salters Lane.
  - ii) Best Kept Village Competition - Results.
14. **DATE OF NEXT MEETING - Monday 26<sup>th</sup> November, 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 22<sup>nd</sup> October, 2018.

# LOWER WITHINGTON PARISH COUNCIL

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APPENDIX A

Financial Statement - 2018/19					
as at 29 October 2018					
Actual 2017/18 £.	Details	2018/19 Budget £.	Actual to Sep. 18 £.	Agenda Oct. 18 £.	Budget Balance £.
	<b>Receipts</b>				
6,270.00	Precept	10,600.00	10,600.00		0.00
0.00	Balances	0.00	0.00		0.00
0.89	Investment Interest	0.00	0.44	0.43	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>10,766.73</b>	<b>0.43</b>	<b>9,031.86</b>
	<b>Payments</b>				
2,874.00	Salary (Clerk)	2,915.00	1,465.76	244.29	1,204.95
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>2,321.24</b>	<b>244.29</b>	<b>17,066.33</b>

Cash/Bank Reconciliation	01/04/18	24/09/18	29/10/18	31/03/19
Balance B/Fwd.	9,153.95	9,153.95	17,599.44	17,355.58
Add Total Receipts	0.00	10,766.73	0.43	9,031.86
Less Total Payments	0.00	-2,321.24	-244.29	-17,066.33
<b>Balance C/Fwd.</b>	<b>9,153.95</b>	<b>17,599.44</b>	<b>17,355.58</b>	<b>9,321.11</b>
<b>Cumulative Balances</b>	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>	<b>Balance</b>
	<b>01/04/18</b>	<b>24/09/18</b>	<b>29/10/18</b>	<b>31/03/19</b>
General Funds	8,153.95	16,599.44	16,355.58	8,321.11
Earmarked Reserves	1,000.00	1,000.00	1,000.00	1,000.00
	<b>9,153.95</b>	<b>17,599.44</b>	<b>17,355.58</b>	<b>9,321.11</b>

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### CASH/BANK RECONCILIATION AS AT - 29 October, 2018

#### CASH

Balance Brought Forward 01/04/18	
Current Account	5,739.44
Business Reserve Account	3,414.51
Plus Receipts	10,767.16
	<hr/>
	19,921.11
Less Payments	2,565.53
Balance Carried Forward 29/10/18	<hr/> <hr/>
	<b>17,355.58</b>

#### BANK (Natwest)

<b>Business Reserve Account -</b>	3,415.38	05/10/18
Add income/transfer received since above Statement		
	<hr/>	
	0.00	
Less unrepresented cheques		
	<hr/>	
	0.00	
	<hr/>	3,415.38 29/10/18
<b>Current Account -</b>	14,184.49	05/10/18
Add income received since above Statement		
	<hr/>	
	0.00	
		0.00
Less unrepresented cheques/ Transfer		
For Approval	<hr/>	
	-244.29	
		<hr/>
	-244.29	13,940.20 29/10/18
<b>Total Bank Balances 29/10/18</b>		<hr/> <hr/>
		<b>17,355.58</b>

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### APPENDIX B

#### CORRESPONDENCE

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

- ChALC Weekly Bulletin - 20, 27 September 2018; 4, 11, 18 October 2018.
- Relaunch of ChALC website.

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

- Traffic Management LAP Reports - 13, 20 September 2018; 12 October 2018.
- Connected Communities Newsletter - September/October 2018; Call for articles November/December 2018.
- Neighbourhood Planning Fortnightly Update - 21 September 2018; 5 October 2018.
- Local Information - Congleton / Holmes Chapel.
- Local Information - Congleton / Macclesfield.
- News Homes Bonus Presentation Information.
- Local Information - Holmes Chapel / Sandbach / Congleton.
- Cheshire East Remembrance Event at Tatton Park.
- Cheshire East Borough Council (Nether Alderley -Alderley Park No.3) Tree Preservation Order 2018.
- Knutsford Regulation 16 Neighbourhood Plan Consultation - 12/10/18 - 23/11/18.
- Congleton Regulation 16 Neighbourhood Plan Consultation - 12/10/18 - 23/11/18.
- HS2 Information events.
- Alsager neighbourhood area modification consultation - 16/10/18 - 27/11/18.
- Middlewich Regulation 16 Neighbourhood Plan Consultation - 19/10/18 - 30/11/18.

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

- Oak Road, Prestbury from the junction with Withinlee Road for approximately 200 metres - 22-24/09/18.
- Buxton Road, Macclesfield from Canal Bridge to Black Road - 18/11/18.
- Park Mount Drive, Macclesfield for its full extent - 20-21/09/18.
- Park Mount Drive, Macclesfield for its full extent - 24-25/09/18.
- Park Mount Drive, Macclesfield for its full extent - 24-28/09/18.
- Roundy Lane, Adlington from the junction with Springbank Lane to the Junction with Pedley Hill - 06/12/18.
- Park Mount Drive, Macclesfield for its full extent - 20-21/10/18.
- Park Mount Drive, Macclesfield for its full extent - 24-25/10/18.
- Ryle Street, Macclesfield from the junction with Hobson Street to the junction of Peel Street - 12/10/18 - 02/11/18.
- Dane Bank Drive, Disley for its full extent - 29/10/18 - 02/11/18.
- Clarke Lane, Sutton from West Entrance to Macclesfield Forest to the junction with Ridlegate Road - 22-24/10/18.
- Crag Hall Lane, Wildboarclough - approximately 50m either side of the bridge - 19-30/10/18.
- Wood Lane South, Adlington from junction with Schoolfold Lane for approximately 250 metres - 30/10/18 - 05/11/18.
- London Road South, Poynton outside properties 37 and 39 - 28/10/18 - 06/11/18.

##### **Other Correspondence**

- HMRC - 19/09/18 - Introduction to Health & Safety; 21/09/18 - New Statutory Sick Pay online guide; 24/09/18 - Payroll matters; 27/09/18 - Getting PAYE right; 28/09/18 - National Minimum Wage updates; 01/10/18 - Top tips on trivial benefits; 04/10/18 - Maternity, paternity, sick pay and leave; 05/10/18 - Small business survey; 09/10/18 - Cars & Vans; 11/10/18 - Entertaining and travel; 12/10/18 - Employer Bulletin 74; 18/10/18 - Travel and Subsistence Expenses; 19/10/18 - Health & Safety in the workplace.
- Manchester Airport - Autumn/Winter Outreach events 2018.
- Community & Voluntary Services - 17/09/18 - e-Bulletin; 29/09/18 - Spotlight e-Bulletin; 12/10/18 - e-Bulletin.
- Information Commissioner's Office - Newsletter - October 2018.
- Police & Crime Commissioner - Stakeholder Bulletin.
- Royal Mail - Scam Mail information.
- Nantwich Town Council - Modern Slavery Awareness Event.
- Cheshire East Resident - Independent Group call for change at Cheshire East Council.
- Borough Councillor L. Smetham - Highways work on A54 Buxton Road.
- Borough Councillor L. Smetham - Funding alerts.
- Borough Councillor L. Smetham - Updates on Area Highways Group & Cheshire East Council issues.
- Bluedot Festival - Introducing bluedot digital – a new video platform.
- Borough Councillor L. Smetham - Connecting Communities Newsletter.
- Bluedot Festival - Nomination for national award.
- Bluedot Festival - Payment Plans available for 2019 tickets.

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### 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).	
18/3790M (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.	20/09/18 - Approved with Conditions.
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.	

#### NEW PLANNING APPLICATIONS - None.

(Any Planning Applications received prior to the date of the next meeting will be included for consideration)

### 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.
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.
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

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<b>Date</b>	<b>Location</b>	<b>Details</b>
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.