

LOWER WITHINGTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD

MONDAY 30TH NOVEMBER, 2015 at 7:30 p.m.

at LOWER WITHINGTON PARISH HALL.

PRESENT - Councillors: P. Duffy (Chairman), R. Robinson, J. Blackburn, A. Brocklehurst, T. Barlow.
Members of Public (1).
Cheshire East Borough Councillor L. Smetham.
Dr. E. M. Maddock - Clerk & Responsible Financial Officer.

1. **APOLOGIES FOR ABSENCE** - None.

2. **DECLARATIONS OF INTEREST** - None.

3. **MINUTES** -

- i) The Minutes of the Parish Council Meeting held 26th October, 2015 had been previously circulated to all Members. Councillor R. Robinson noted that the landowner referred to at Resolution 053/2015 had previously requested to meet with the Members not to present to a public meeting.

063/2015 Resolved a) That the Minutes of the Parish Council Meeting held 26th October, 2015 be confirmed as a correct record and signed by the Chairman. (All in favour)

4. **PUBLIC FORUM FOR QUESTIONS** -

- i) A member of the public asked whether the Parish Council intended to consider the provision of a path onto the Village Green at this meeting. It was confirmed that this was to be considered at Item 9(v).

5. **REPORTS FROM EXTERNAL ORGANISATIONS** -

i) **Macclesfield Local Policing Unit - Gawsforth Ward** -

PCSO Julia Short introduced herself to the meeting and advised that she was currently keen to engage with both the Parish Council and residents to share information. Residents and businesses are encouraged to participate in the 'Cheshire Alert' and 'Rural Watch' schemes which allow individuals to be made aware of crime activity in the local area. Updates can now also be received via Twitter.

PCSO Julia Short gave a comprehensive overview of crime in the local area since July 2015 which included: **July:-** Anti-social behaviour incident on Pitt Lane; two road traffic accidents on Trap Street (no serious injuries). **August:-** Nuisance telephone scam; anti-social behaviour at Thorntree Bungalows relating to the loading of horses. **September:-** Fire arms incident at Jodrell Bank (investigation identified licensed user with air rifle); anti-social behaviour relating to potatoes on highway in Dicklow Cob area. **October:-** Road traffic collision on Leach Lane (vehicle collided with telegraph pole, no serious injury); theft from motor vehicle on Bomish Lane; suspicious vehicle near to Jodrell Bank (investigation identified vehicle was broken down). **November:-** suspected dog worrying of eight lambs; anti-social behaviour (unclear 39.72

Councillor T. Barlow referred to the likely implementation of a 30mph zone within the Parish and asked what enforcement activity was likely to be available. PCSO Julia Short advised that the Fire Service are leading road safety campaigns and activity is highly dependent on staff availability. Successful campaigns have been undertaken in respect of mobile telephone usage, seat belt usage and speeding. Drivers are given the option to choose to receive an 'endorsable summons' or to engage with the Fire Service Awareness Talk. Subject to availability it may be possible for a road safety campaign to be implemented within the Parish.

Councillor P. Duffy thanked PCSO Short for attending the meeting and providing a very informative update.

8:04p.m. - PCSO Julia Short excused herself from the meeting and left. One member of the public left the meeting.

ii) **Cheshire East Ward Member Cllr. L. Smetham** -

Borough Councillor L. Smetham reported that there is currently a lot of activity at Cheshire East Council and stressed the importance of local knowledge in driving forward many of the proposed initiatives. Efforts are being made to develop a Rural Hub which may facilitate the delivery of some services, for example health initiatives, to rural areas. It is expected that the examination of the Cheshire East Local Plan will continue in the New Year following receipt of an interim report from the Inspector. Further consultation will be undertaken next year as further detail of strategic development sites is published. Cheshire East Council is currently taking steps to ensure that respite care continues to be available in the borough. Queries regarding the construction of the footway along Leach Lane will be pursued to establish the proposed course of action in relation to this matter.

The latest Highway LAP meeting approved and allocated funding for the speed limit modification scheme within Lower Withington which will now progress towards implementation. Members noted that it may be possible to install additional features to draw the speed limit modification to the attention of motorists, however, this would be considered further following the implementation of the scheme which is anticipated in early 2016.

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6. FINANCE -

i) **Financial Statement 2015/16 as at 30th November, 2015 -** (Appendix A)

Members considered the financial statement 2015/16 which was unanimously accepted.

ii) **To authorise the following payments -** the Clerk outlined the basis of the following payments:

- | | | | |
|----------------------|---|--------|---|
| a) Cheque No. 000350 | BDO LLP | £48.00 | External Audit Charge 2014/15. |
| b) Cheque No. 000351 | Cheshire Association of
Local Councils | £75.00 | Planning Seminar attendance
(24/09/15) (x3). |
| c) Bank Charge | NatWest Bank plc. | £35.00 | Unpaid Item Fee. |

iii) **To note the following receipts since the last meeting -** None.

- 064/2015 Resolved**
- a) **That the Statement of Account as at 30th November, 2015 be received.**
 - b) **That the schedule of 3 payments be approved and duly authorised.**
 - c) **That the report on receipts since 26th October, 2015 be received and duly noted. (All in favour)**

iv) **Banking Arrangements -**

- a) To authorise the Clerk & Responsible Financial Officer to be added to the authorised signatories in order to manage banking arrangements.

- 065/2015 Resolved**
- a) **That the Clerk & Responsible Financial Officer, Dr. Elizabeth M. Maddock, be authorised to manage banking arrangements as an authorised signatory to the accounts held at NatWest Bank plc. (All in favour)**

v) **External Audit 2014/15 -**

- a) The Clerk reported that the External Auditor's Certificate and report had now been received and that action will be taken to address the issues identified.

- 066/2015 Resolved**
- a) **That the External Auditor's Certificate and report be received and duly noted.**
 - b) **That the Clerk be authorised to undertake the necessary actions to meet the recommendations of the External Auditor. (All in favour)**

vi) **Budget 2016/17 -**

- a) **Council Tax Base 2016/17** - It was noted that the 2016/17 Council Tax Base had not yet been made available by Cheshire East Council, therefore, the actual financial impact of the draft 2016/17 budget on residents was unknown.
- b) **2015/16 Revised Budget** - The draft 2015/16 revised budget setting out anticipated payments for the remainder of the financial year was considered by Members.
- c) **2016/17 Budget** - The draft 2016/17 budget was considered by Members. A short discussion considered several aspects of the draft budget and proposed activities. It was considered that a sum of money should be allocated for highway projects which may include additional features to draw speed limits to the attention of motorists.
- d) **Precept requirements for 2016/17** - A discussion was held regarding the sum to be submitted as a precept requirement.

- 067/2015 Resolved**
- a) **That the revised budget in respect of 2015/16 be received and approved. (Appendix B)**
 - b) **That the draft budget 2016/17 be received and approved subject to the addition of £1,000 to be allocated for highway projects. (Appendix B)**
 - c) **That a precept of £6,000 be submitted to Cheshire East Council in respect of the 2016/17 financial year.**

Proposed Councillor T. Barlow

Seconded Councillor J. Blackburn

All in favour

8:45p.m. - Councillor R. Robinson temporarily excused herself from the meeting and left.

Items 7, 8(i) & 8(ii) were deferred until after Item 9 as Councillor R. Robinson was expected to rejoin the meeting.

7. PLANNING -

- i) **To receive the latest planning schedule (Appendix C) and discuss new planning applications -**
Members considered the planning schedule and noted the decision notices that had been issued by Cheshire East Council since the last meeting.
- ii) **To receive updates regarding ongoing planning matters -**
 - a) **Location of publicly displayed Planning Notice by Cheshire East Council for planning application 15/3170M (026/2015)** - Councillor R. Robinson reported that no response had yet been received in respect of this matter.
 - b) **Prior Approval planning applications process** - Councillor R. Robinson reported that this matter was still ongoing.
- iii) **Potential Developments within the Parish - Dingle Bank Quarry site** - Members noted that no further communication had been received from the landowner who had previously expressed a wish to meet with the

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Parish Council. It was noted that the restoration of the site had been previously considered during the quarry development phase and that any planning conditions associated with the development were still valid. Future development is likely to be subject to planning permission at which time the Parish Council can consider the proposals. The Clerk reported that a communication had been received from a recreational user of the quarry site drawing attention to information they had received regarding proposals to modify footpaths on the site.

068/2015 Resolved a) That the Clerk request further information in respect of the communication received for consideration by the Parish Council at the next meeting. (All in favour)

iv) **Neighbourhood Plan -**

069/2015 Resolved a) That the merits of preparing a Neighbourhood Plan be deferred to a future meeting. (All in favour)

8. COMMUNITY -

i) **Defibrillator** - It was noted that delivery of the plaque was currently awaited.

ii) **Parish Council Logo** - It was noted that a response from the logo designer was currently awaited.

iii) **Carving of Tree on Village Green -**

a) **Project funding** - Councillor A. Brocklehurst reported that the anticipated donation from a community group is now awaiting authorisation and should be available to the Parish Council in the near future.

b) **Carving Design** - Councillor J. Blackburn reported that work is in progress to prepare material to present to residents at the Christmas Fair when they can choose the design of the tree carving. It was noted that it would also be necessary to seek approval from the carving contractor that the design was appropriate for the tree.

9. HIGHWAYS -

i) **Highways defects -**

a) **Highway defect schedule (Appendix D)** - Members considered the latest updates obtained in respect of outstanding highway defects. It was noted that several had been assessed by Cheshire East Council and no action was deemed necessary. Members compiled a list of highway defects to be reported to Cheshire East Council.

070/2015 Resolved a) That the Clerk report outstanding highway matters to Cheshire East Council for their attention and update the highway defect schedule accordingly. (All in favour)

b) **Verge Cutting and damaged kerbs near to Church** - Councillor J. Blackburn reported that this matter was still ongoing, however, a request had been made that any replacement kerbs installed should match the existing kerbs.

ii) **Highway incidents within Parish -**

a) **Highway incident log & recent incidents (Appendix E)** - The highway incident log was noted by Members.

b) **Road Traffic Accident (RTA) statistics for roads in Village** - Councillor T. Barlow reported that he had now managed to acquire information relating to road traffic collisions (resulting in injury) within the Parish. During the period 21/08/14 - 18/02/15 there had been six such collisions recorded by the Police.

9:08p.m. - Councillor R. Robinson rejoined the meeting.

iii) **Speed Monitoring & Control within Parish -**

a) **Speed gun servicing** - Councillor T. Barlow reported that there was limited value in pursuing ongoing servicing for the speed gun as the equipment had now been superseded and is unlikely to be cost effective should a repair be required. Councillor J. Blackburn advised that a local Parish Council had requested loan of the equipment to which no objections were raised as long as those using the equipment were appropriately trained.

071/2015 Resolved a) That the speed gun continue to be used until such time that it is deemed not fit for purpose.

b) That permission be given to the local Parish Council to borrow the speed gun on condition that the users are appropriately trained. (All in favour)

b) **Road Strip Count results - June 2015** - This matter had been superseded by the approval of the speed modification scheme.

c) **Speed Indicator Devices** - This matter was still ongoing, however, it may be possible to resolve any issues in conjunction with the introduction of speed limit modifications within the Parish.

d) **Proposed Speed Limit Modifications within Parish** - This matter had been discussed at Item 5(ii) above.

iv) **Cheshire Railings - along Holmes Chapel Road (near to Highway Garage)** - Councillor A. Brocklehurst reported that he had not yet undertaken the site visit to establish the feasibility of dismantling and repairing the railings.

v) **Access to Village Green** - Councillor J. Blackburn reported that, following the request to consider the viability of creating an access path to the Village Green, she had contacted Cheshire East Council for

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guidance on the matter. Information had been provided regarding the process that must be followed in order to create a path and it was noted that the long term responsibility and maintenance for the path would rest with the Parish Council.

- 072/2015 Resolved a) That further information, including ongoing responsibilities and projected costs to the Parish Council, be obtained in order for the viability of the project to be determined at a future meeting. (All in favour)**

10. CORRESPONDENCE -

i) To consider any action required in relation to the following items of correspondence:

- a) Cheshire East Council - Town & Parish Council Conference - 10th December, 2015 at Sandbach Town Hall.

- 073/2015 Resolved a) That any Member interested in attending the above meeting contact the Clerk so that places can be booked. (All in favour)**

ii) To note other correspondence received by the Parish Council since the date of the last ordinary meeting.

- 074/2015 Resolved a) That the other correspondence (Appendix F) received by the Parish Council since the date of the last ordinary meeting be received and noted. (All in favour)**

11. CALENDAR OF MEETINGS -

25 th January, 2016	29 th February, 2016	4 th April, 2016	25 th April, 2016
23 rd May, 2016	27 th June, 2016	25 th July, 2016	26 th September, 2016
31 st October, 2016	28 th November, 2016	(Annual Parish Meeting to take place on 25/04/16)	

12. MATTERS FOR INCLUSION ON NEXT MEETING AGENDA -

- i) Co-option of Councillors to Parish Council.

13. DATE OF NEXT MEETING - Monday 25th January, 2016 at 7:30 p.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.

- Decision a)** That a resolution to exclude the Press and Public from the remainder of the Meeting was not necessary as no items were to be considered at Item 14.

14. MATTERS FOR CONSIDERATION INCLUDING THOSE TRANSFERRED FROM ABOVE ITEMS - None.

The meeting was declared closed by the Chairman at 9:58p.m.

Signed:

Approval Date - 25th January, 2016

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APPENDIX A

Financial Statement - 2015/16 as at 30 November 2015					
Actual 2014/15 £.	Details	2015/16 Budget £.	Actual to Oct. 15 £.	Agenda Nov. 15 £.	Budget Balance £.
	Receipts				
3,000.00	Precept	3,000.00	3,000.00		0.00
	Balances	0.00	0.00		0.00
	Investment Interest	0.00	0.98		-0.98
	Sale of Assets	0.00	0.00		0.00
	Grants, Donations & Refunds	150.00	150.00		0.00
46.00	Council Tax Support Grant	33.00	33.00		0.00
	Defibrillator	1,470.00	1,470.00		0.00
	V.A.T. Refund	0.00	0.00		42.42
3,046.00	Total Receipts	4,653.00	4,653.98	0.00	41.44
	Payments				
1,191.42	Salary (Clerk)	1,253.00	0.00		1,253.00
	National Insurance (Employer)	0.00	0.00		0.00
	Allowances (Clerk)		0.00		0.00
	Chairman/Member Allowances	0.00	0.00		0.00
	Administration		0.00		0.00
	Audit Fees (internal & external)	0.00	0.00	40.00	-40.00
	Insurance	280.00	278.95		1.05
	Donations - Sect. 137	0.00	0.00		0.00
270.00	Website	345.00	345.00		0.00
	Subscriptions/Affiliation Fees	205.00	204.80		0.20
170.00	Room Hire	170.00	0.00		170.00
	Training	135.00	60.00	75.00	0.00
	Tree Carving	550.00	0.00		550.00
	Defibrillator	1,625.00	1,625.00		0.00
	Assets - Maintenance	0.00	0.00		0.00
2,683.00	Contingency	90.00	17.08	35.00	37.92
4.00	V.A.T.		34.42	8.00	
4,318.42	Total Payments	4,653.00	2,565.25	158.00	1,972.17

Cash/Bank Reconciliation	01/04/15	26/10/15	30/11/15	31/03/16
Balance B/Fwd.	5,244.34	5,244.34	7,333.07	7,175.07
Add Total Receipts	0.00	4,653.98	0.00	41.44
Less Total Payments	0.00	-2,565.25	-158.00	-1,972.17
Balance C/Fwd.	5,244.34	7,333.07	7,175.07	5,244.34
Cumulative Balances	Balance	Balance	Balance	Balance
	01/04/15	26/10/15	30/11/15	31/03/16
General Funds	5,244.34	7,333.07	7,175.07	5,244.34
Earmarked Reserves	0.00	0.00	0.00	0.00
	5,244.34	7,333.07	7,175.07	5,244.34

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CASH/BANK RECONCILIATION AS AT - 30th November, 2015

CASH

Balance Brought Forward 01/04/15		
Current Account - Parish Council	807.76	
Business Reserve Account	4,436.58	
Plus Receipts	4,653.98	
	9,898.32	
Less Payments	2,723.25	
Balance Carried Forward 30/11/15	7,175.07	

BANK (Natwest)

Business Reserve Account -	3,411.56		13/10/15
Add income/transfer received since above Statement	0.00		
Less unpresented cheques	0.00	3,411.56	30/11/15
 Current Account -	 3,907.01		 13/10/15
Add income received since above Statement	0.00		
Less unpresented cheques/ Transfer			
Approved	20.50		
For approval	158.00		
Less payments already made	-35.00		
	-143.50	3,763.51	30/11/15
 Total Bank Balances 30/11/15	7,175.07		

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APPENDIX B

DRAFT BUDGET ANALYSIS 2015/16 & 2016/17

		Projected 15/16 & Budget 2016/17	Variances 15/16	Balance as at 30/11/15
Clerk's Salary				
2015/16	£2,817.36 p.a. = £234.78 p.m. based upon 5 hrs. per week 5.3 months (Oct 15 - Mar 16) x £234.78	1,253	0	
		1,253	0	1,253
2016/17				
	£2,817.36 p.a. = £234.78 p.m. based upon 5 hrs. per week Contingency for NJC Salary Award.	2,818		
		30		
		2,848		
National Insurance (Employer)				
2015/16	5.3 months (Oct 15 - Mar 16) (on basic pay)	0	0	
		0	0	0
2016/17				
	Based on salary of £2,818	0		
		0		
Allowances (Clerk)				
2015/16	Accommodation Allowance			
2016/17				
	Accommodation Allowance	200		
		200		
Chairman/Member Allowances				
2015/16	Member Allowances - Dec 15 - Mar 16	0	0	
		0	0	0
2016/17				
	Member Allowances	0		
		0		
Administration				
2015/16	Stationery & General Office Supplies Postages Computer Consumables Mileage			
2016/17				
	Stationery & General Office Supplies	55		
	Postages	30		
	Computer Consumables	40		
	Mileage	75		
		200		
Audit Fees				
2015/16	External Audit Fees 2014/15	0	-40	
	Internal Audit Fees 2014/15	0	0	
		0	-40	-40
2016/17				
	External Audit Fees 2015/16	0		
	Internal Audit Fees 2015/16	100		
		100		
Insurance				
2015/16	Renewal 28/06/15 (Paid 18/05/15)	0	1	1
2016/17				
	Premium due 28/06/16	300		

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		Projected 15/16 & Budget 2016/17	Variances 15/16	Balance as at 30/11/15
Section 137 Donations				
2015/16	No provision made.	0	0	
		0	0	0
2016/17				
	Contingency	250		
		250		
Website				
2015/16	Web domain (due 26/03/16)	15	-15	
	Web forwarding (due 26/03/16)	5	-5	
	Hosting Fee	30	-30	
		50	-50	0
2016/17				
	Web domain (due 26/03/17)	15		
	Web forwarding (due 26/03/17)	5		
	Hosting Fee	30		
	Contingency	10		
		60		
Data Protection Registration				
2015/16	Annual Registration Fee	35	-35	0
2016/17				
	Annual Registration Fee	35		
Subscriptions/Affiliation Fees				
2015/16	ChALC	0	0	
	Cheshire Community Action	0	0	
	CPRE	0	0	
		0	0	0
2016/17				
	ChALC (Based on increase of 3p per elector)	163		
	Cheshire Community Action	20		
	CPRE	36		
		219		
Room Hire				
2015/16	Ordinary Parish Council Meetings (10)	170	0	
	Contingency	0	0	
		170	0	170
2016/17				
	Ordinary Parish Council Meetings (10)	170		
	Contingency	0		
		170		
Training				
2015/16	Training Provision - Members & Clerk	0	0	
		0	0	0
2016/17				
	Training Provision - Members & Clerk	150		
	(Based on 5 attendances to ChALC Training sessions)	150		
Tree Carving				
2015/16	Provision of tree carving on Village Green	550	0	
		550	0	550
2016/17				
	None required	0		
		0		

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		Projected 15/16 & Budget 2016/17	Variances 15/16	Balance as at 30/11/15
Defibrillator				
2015/16	Purchase/Installation of defibrillator	0	0	
	Provision of plaque	40	-40	
		40	-40	0
2016/17				
	Maintenance / Ongoing costs	50		
		50		
Asset - Maintenance				
2015/16	Maintenance of Parish Council Assets	0	0	
		0	0	0
2016/17				
	Maintenance of Parish Council Assets	150		
		150		
Highway Projects				
2015/16	None	0	0	
		0	0	0
2016/17				
	Highway projects	1,000		
		1,000		
Other				
2015/16	Contingency provision	0	38	
		0	38	38
2016/17				
	Contingency provision	268		
	2015/16 Sub Totals	2,098	-126	1,972
	2015/16 Income - Grants	0	0	
	2015/16 Expenditure Projection and Variance Totals	2,098	-126	1,972
	2016/17 Draft Budget Expenditure Total	6,000		
	Less Council Tax Support Grant 2016/17 (Cheshire East Council propose not to pay this during 2016/17)	0		
	Gross Council Tax Requirement 2016/17	6,000		

Tax Base 2016/17 (Band D) and Precept impact on Property Bands

		2015/16		2016/17 (0% increase in tax base)			
Band	Ratio	Tax Base	£	Band	Ratio	Tax Base	£
A	6/9		6.62	A	6/9		13.24
B	7/9		7.72	B	7/9		15.44
C	8/9		8.83	C	8/9		17.65
D	9/9	302.15	9.93	D	9/9	302.15	19.86
E	11/9		12.14	E	11/9		24.27
F	13/9		14.34	F	13/9		28.68
G	15/9		16.55	G	15/9		33.10
H	18/9		19.86	H	18/9		39.72
	Precept	£3,000			Precept	£6,000	

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APPENDIX C

OUTSTANDING PLANNING APPLICATIONS & RECENT PLANNING DECISIONS

Application Reference	Location	Proposed Development	Cheshire East Council Decision
15/0112D (13/01/2015)	Black Swan, Trap Street, Lower Withington. SK11 9EQ	Planning permission for change of use of stables within the curtilage of Black Swan public house to ancillary seating area and alteration of car park to provide an additional 14 car parking spaces (part retrospective).	
15/2852M (23/06/2015)	Piggotts Hill Farm, Congleton Lane, Lower Withington. SK11 9LD	Change of use of existing agricultural buildings to residential use to form 4 dwellings. Change of use and alterations of existing single dwelling house to form two dwellings. Change of use, extension and alteration of existing agricultural building to domestic garages. Landscaping works in connection with change of use from agricultural to residential curtilage.	26/11/15 - Approved with Conditions
15/2995M (20/07/2015)	Stone Gables, Salters Lane, Lower Withington. SK11 9EA	Demolition of existing dwelling and provision of new detached dwelling.	
15/3170M (10/07/2015)	The Old Thatched Cottage, Land Off Catchpenny Lane, Withington Green.	Proposed New Dwelling.	
15/3724M (13/08/2015)	Lowndes Farm, Messuage Lane, Lower Withington. SK11 9HT	Construction of single storey and two storey extensions to the farmhouse and a Class E outbuilding, drive and hardstanding within the garden curtilage.	25/11/15 - Positive Certificate
15/3821M (19/08/2015)	Old Hall Farm, Holmes Chapel Road, Lower Withington. SK11 9DT	Proposed Garage.	
15/4180M (16/09/2015)	Withington Hall, Holmes Chapel Road, Lower Withington. SK11 9DS	Reorientation and design change link corridor and garage/function suite only. Amendments to existing approval under 14/1040M and NMA 14/4470M.	
15/4223M (17/09/2015)	Highfields, Holmes Chapel Road, Lower Withington. SK11 9DT	Prior approval of proposed change of use of agricultural building to a dwelling house.	12/11/15 - Refused
15/4564M (06/10/2015)	Railway Viaduct, Bate Mill Lane, Chelford.	Listing Building Consent for Proposed Repair and Maintenance Works to Peover Railway Viaduct.	

NEW PLANNING APPLICATIONS

Application Reference	Location	Proposed Development	Comments deadline
15/4824M (27/10/2015)	Keepers Cottage Whitecroft Heath Road, Lower Withington. SK11 9DF	Application for a Lawful Development Certificate: Single storey extension and porch.	18/11/15 (Circulated 05/11/15)

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APPENDIX D

OUTSTANDING HIGHWAY DEFECT SCHEDULE

Date	Location	Issue	Reference No.	Cheshire East Council Status Report	Parish Council Observations
05/02/13	Leach Lane.	Flooding			30/11/15 - Issue closed.
05/02/13	Welltrough Farm, Trap Street.	Collapsed Drain	2518174	14/04/14 - Following our telephone call we consider the matter to be resolved.	30/11/15 - Issue closed.
10/04/13	Farmwood View, Holmes Chapel Road.	Collapsed Drain	2519518	01/07/14 - This has now been assessed but action is not considered necessary at present.	30/11/15 - Issue closed.
14/11/13	A535, opposite Highway Garage.	Damaged Cheshire Railings	2522243 and 2524740		30/11/15 - Currently being assessed.
05/02/14	Under Road from Red Lion to Village Green.	Collapsed Drain	2523207	06/06/14 - This has now been assessed but action is not considered necessary at present.	30/11/15 - Issue closed.
17/02/14	Outside Whitecroft Cottage, Whitecroft Heath Road.	Collapsed Drain	2523519	08/03/14 - This has now been assessed but action is not considered necessary at present.	30/11/15 - Clerk to report.
04/03/14	Catchpenny Lane.	Silted up storm drain	2523983	No update available.	30/11/15 - Clerk to report.
12/05/14	Salters Lane into Leach Lane.	Flooding on Salters Lane	2524739	21/05/14 - The work relating to your enquiry has now been programmed and will be completed shortly.	30/11/15 - Issue closed.
12/05/14	Opposite Ivy Farm, Salters Lane.	Damaged Cheshire Railings	2524740	No update available.	30/11/15 - No action required at this time.
01/10/14	Village Green.	Tree damaged by lightning & Willow Tree encroaching drain	3217968	04/10/14 - We have now written to you and consider the matter to be resolved.	30/11/15 - Issue closed.
30/03/15	Various.	Village Road signs - cleaning required			30/11/15 - Clerk to report.
	Near No. 2 Southview, Salters Lane.	Blocked drain			30/11/15 - Issue closed.

NEW HIGHWAY DEFECTS TO REPORT

	Location	Issue
1.	Trap Street - outside Dairy Farm	Surcharging gully
2.	Catchpenny Lane - just past bridge over Dingle Brook	Blocked grid
3.	Catchpenny Lane - Outside 'The Cottage'	Blocked grid
4.	Catchpenny Lane - Outside 'No. 1'	Blocked grid
5.	Southview - opposite 'No. 5'	Indentation across full carriageway with pot hole at one end

LOWER WITHINGTON PARISH COUNCIL

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 and driver had to be cut free
7 May 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 February 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 the Holmes Chapel Road

APPENDIX F

CORRESPONDENCE

Cheshire East Council

- Homechoice Newsletter - 28/10/15, 04/11/15, 11/11/15, 18/11/15.
- Alzheimer's Society Befrienders.
- Pre-Budget Report 2016/17 Consultation.
- Highways Department contact details.
- Highways Satisfaction survey.

Cheshire East Council - Road Closures

- Macclesfield Road, Prestbury from the junction with Prestbury Road to the junction with The Village - 02/11/15.
- Macclesfield Christmas Lights Switch On: Mill Street (from Market Place to Exchange Street), Market Place, Chestergate (from Market Place to Churchill Way), Castle Street, Churchside, Church Street - 28/11/15.
- Church Lane, Sutton from the junction with Judy Lane to outside St. James Church - 18-19/11/15.
- Prestbury Road, Prestbury from Cumberland Street Roundabout to the junction with Priory Lane - 13-18/11/15.
- Beech Farm Drive, Tytherington from junction with Manchester Road for full extent - 04/12/15.

Cheshire Association of Local Councils (ChALC)

- Websites & Technology Training/Information Session for Clerks.
- Macclesfield Area Meeting - 5th November, 2015.
- Notes from Parish Council meeting with Police & Crime Commissioner - 17th September, 2015.
- Minutes of the 2015 ChALC Annual Meeting held 29th October, 2015.
- Clerk Vacancy - Hargrave & Huxley Parish Council.
- Clerk Vacancy - Disley Parish Council.
- Sector Led Body Introduction- Audit Regulations Update.

Community & Voluntary Services

- Training News - November, 2015.
- Using Volunteers & Legal Requirements.
- e-Bulletin - 09/11/15.
- CEC Public Health - Lifestyle & Wellness Procurement.
- The Voice News - 16/11/15.

Other Correspondence

- Alderley Park Ltd. - Invitation to Public Exhibition regarding Alderley Park (05/11/15).
- Cheshire Fire Authority - Consultation on draft Integrated Risk Management Plan 2016/17.
- Cheshire Community Action - BBC The Great British Bake Off - Application flyer.
- Healthwatch Cheshire East - Partners' News.
- Gawsworth Parish Council - Rural Broadband Not Spots - What Next?
- Healthwatch Cheshire East - News Bulletin - November, 2015.