

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD****ON TUESDAY 24th SEPTEMBER 2019 at 7.30pm in the VILLAGE HALL, LOUNGE**

**Present:** Cllrs Rathbone (TR)(Vice-Chairman), Beckham (NB), Morgan (PM), Roberts (DR), Ross (CR), Sulej (JS) and Williams (EW)

**In attendance:** Sharon Jones, Clerk to the Council, Cllr A Kolker, CEC and 6 residents

The meeting was chaired by Cllr Rathbone (Vice-Chairman) in the absence of the Chairman Cllr Morris.

- 09.19. 1. Declaration of Interests:** There were no interests declared.
- 2. Apologies for absence:** Apologies for absence were received from Cllrs Lord and Morris.
- 3. Minutes:** To approve & sign the Minutes of the meeting of 23<sup>rd</sup> July 2019.  
**Motion:** To approve Minutes of the meeting of 23<sup>rd</sup> July 2019  
**Resolved:** *The Minutes of the Meeting of the 23<sup>rd</sup> July 2019 were accepted as a true record of the meeting.*
- 4. Cheshire East Council Matters:** To receive a report on Cheshire East Council Matters. To deal with any questions by Members relating to the report and any questions by Members notified in advance to the Chairman and the CE Councillor.  
Cllr Kolker reported on the following items:
- **Road Patching** - AK asked the council to nominate up to 5 locations for road patching. The locations nominated were, Hermitage Lane, Bomish Lane past Jodrell Bank, New Platt Lane, Bridge Lane and Dribble Bridge (Blackden Lane).
  - **Budget Consultation** – this is was still open for comments.
  - **What can be done about climate change in CEC** – AK asked for any ideas and comments. EW suggested that solar panels should be compulsory for all new houses. Any more comments should be sent to AK directly.
  - **Bomish Lane** - CR commented that there was poor visibility on the sharp bend along Bomish Lane due to the trees and hedge not being cut back. **Action:** AK to photograph and send to CEC Highways.
- 5. Committee Matters:** To receive reports from the Parish Council Committees:
- **Amenities Meeting 10<sup>th</sup> September 2019**
    - **MOTION:** The Parish Council to approve all the resolutions in the Amenities Committee Meeting Minutes on 10<sup>th</sup> September 2019.  
**Resolved:** *The Parish Council Resolved to accept the minutes of Amenities Committee Meeting Minutes of 10<sup>th</sup> September including all the resolutions recorded.*
  - **Village Hall Management Committee Meeting 17th September 2019**
    - Following the reconciliation of the Electricity invoices against the recharge invoice for 2018/19 the only outstanding issue to be resolved on this invoice is the Landlord and Tenant Maintenance. Therefore, the following motion is proposed.  
**MOTION:** The VHC recommends the Parish Council makes a part payment of the Recharge Invoice for 2018/19 of £10,396.78. This is a reduction of £2,767.01 for Landlord and Tenant Maintenance from the total invoice of £13,163.79.  
The sum of £10,396.78 is on the payment schedule for September 2019.

**Resolved:** The Parish Council resolved to approve the recommendation of the VHMC to make a part payment of the Recharge for 2018/19 of £10,396.78.

- In relation to item 8d. in the Minutes of the VHMC on 17th September 2019

The free trial of Hallmaster is at an end and payment for the first year is now due.

**MOTION:** The VHMC recommends the Parish Council agrees to pay the annual fee of £187.00 No VAT, for the Hallmaster Booking System and Invoicing module.

The cost of £187.00 for the annual fee for the Hallmaster booking system and invoicing module has been added to the Payment Schedule for September 2019.

**Resolved:** The Parish Council resolved to approve the recommendation of the VHMC to pay the annual fee for the Hallmaster booking system and invoicing modules at a cost of £187.00.

- 6. Planning Matters** To review the outcome of the Planning Meeting 2<sup>nd</sup> & 24<sup>th</sup> September 2019 at 7.00pm.

The Chairman made a report from the Planning Meetings on 2<sup>nd</sup> & 24<sup>th</sup> September 2019 (the minutes of the meeting are available on the web site).

- 7. Financial Payments:** To approve payments in Schedules 08/19 & 09/19. Includes: Salaries & expenses.

- **Motion:** To approve 08/19 & 09/19 Schedule of payments.
- Chairman and Vice-Chairman (or any other councillor) to sign the 08/19 & 09/19 Schedule of Payments.

**Resolved:** The Parish Council resolved to approve the payments on the Payment Schedules for 08/19 and 09/19.

The payment schedule was signed by the Chairman and Vice-Chairman.

**8. Clerk's Report - Actions from Last Meeting**

- a. Station Bridge - AK to feed back that there have been a number of near misses on the bridge and to find out why this is not progressing.
- b. Clerk to write to Plus Dane Housing and thank them for the offer of the donation towards the cost and ask them to request residents use the parking at the rear of the bungalows wherever possible.
- c. **Work Place Pensions** – The Clerk will need to reassess all staff in regard of their eligibility for work place pensions. This will be carried out in September 2019.
- d. Clerk to put forward a draft policy for Filling Councillor Vacancies for approval at the September meeting – deferred until the October meeting.
- e. Training - Clerk to identify courses/briefing notes and publish for councillors and staff. In progress
- f. Communicationos - Clerk to arrange the first meeting of the working party. Completed.
- g. **Consider purchase of Tablets for use in Parish Council Meetings** –Clerk to put forward a proposal to be added to the agenda of the September meeting.
- h. **Bluedot Feedback** – Clerk to report lack of a road closed sign on Bomish Lane to Bluedot. Completed.
- i. Clerk to publicise advice for people going away and find out what advice the police give to residents in these circumstances (perhaps a Cheshire Police feed).

**Correspondence – See Appendix 09/19**

- 9. Highways & Speedwatch:** To consider any Highways & SpeedWatch matters and to take any appropriate action.

**Highways –**

**SpeedWatch** -TR directed the members to the report in the document pack.

**CEC Speed Indicator Device Policy** – The Parish Council had received a copy of the Holmes Chapel response to the CEC regarding the proposed changes to the use of Speed Indicator devices. The Chairman had sent a personal response to CEC which argued against the proposed change in policy.

**Resolved:** The Parish Council agreed that it wished to resend the Chairman's Personal response to CEC as the official response of the Parish Council.

- 10. Local Policing** – TR provided a brief overview of the CEC Brereton Rural and Dane Valley Parishes PCSO meeting on 2<sup>nd</sup> September 2019. He also indicated that PCSO Liz Chesters would be holding regular surgeries in the Village Hall for local residents from September onwards. Details available on <https://Goostrey.info> .

- 11. Councillor Vacancy** - Following the Town and Parish Council Elections in May 2019, only 9 councillors were elected to the Parish Council, leaving one councillor vacancy.  
The Parish Council resolved to make a decision regarding the filling of this vacancy at the September 2019 Meeting.  
The following motion was proposed by Cllr Colin Ross.  
**Motion:** To propose the Parish Council co-opts Ian O'Donoghue to the vacant position of Councillor.  
**Resolved:** *The Parish Council resolved to co-opt Ian O'Donoghue to the position of Councillor.*  
Mr O'Donoghue will take up the position of councillor at the October Meeting
- 12. Proposal to Purchase Tablets for use in Parish Council Meetings** - Following the July Meeting, it is proposed that 2 Tablets are purchased.  
**Recommended Hardware:**  
Sumsung Tab A with 32 gb storage, 10.1 inch screen. This is an android device and can be purchased from John Lewis @ £199.00 each, 2 years accidental damage insurance can be purchased at £35 per device. It is also recommended a cover/stand is purchased at £20 per device.  
Total cost £508 Including VAT  
**Resolved:** *The Parish Council resolved to purchase two tablet pc's at a cost of £508 including VAT*
- 13. Communications Policy Working Group – Update** - Clerk  
The working party met in July and agreed that social media accounts should be used by the Parish Council, these should be Twitter and Facebook initially with the option to add Instagram as this is used extensively by younger members of the community.  
It was agreed that a draft policy would be created and reviewed by the working group with a view to putting it forward to the Parish Council in October/November 2019. The Policy must include guidelines and procedures in relation to the purpose of each medium, as well as appropriate use of social media and responsibility for the accounts.
- 14. Updated Health & Safety Policy – (Required for Connected Communities participation)**  
The Clerk presented the updated policy for adoption by the Parish Council.  
**Resolved:** *The Parish Council resolved to adopt the updated policy with immediate effect with the inclusion of clause A.*
- 15. LCAS Quality Award – Update**  
The Clerk has reviewed the practices and documents required for this award and attached is a copy of an annotated copy of the requirements which indicates where we have existing documentation. One of the major points is that we need to have in place a staff appraisal policy/procedure, which is currently being looked into by the Staff Committee.  
The Clerk recommends that the Staff Committee creates a project plan to create the staff appraisal policy/procedure and reports back to the Council at the next meeting.  
**Action:** The Clerk will produce a plan for completing the required documents for the LCAS award by the next Parish Council Meeting.
- 16. Minor Items & Items for the Next Agenda:** To take any points from Members and to note urgent items of interest;
- Cllr Roberts made his report from the Manchester Airport Meeting on 24<sup>th</sup> September (report in appendix) and raised the issue of publicising the Manchester Airport Survey which would close on 6<sup>th</sup> October. **Action:** DR to put a poster advertising the survey onto all public notice boards in the village.
  - Newsletter – The Clerk indicated that the next newsletter would go out at the end of October. Any articles would need to be provided by 18<sup>th</sup> October at the latest.
- 17. Date of Next Meeting:** To confirm the date of the next Meeting – 22<sup>nd</sup> October 2019.
- 18. PART TWO - MEMBERS OF THE PRESS AND PUBLIC ARE ASKED TO RETIRE.**  
In accordance with the Public Bodies (Admission to Meetings) Act 1960, as extended by the Local Government Act of 1972, the press and public are excluded from the meeting for the discussion of the undermentioned items on the grounds that the publication of the matters would be prejudicial to public interest by reason of the confidential nature of the business to be transacted.
- **Staff Matters**  
Parish Council to consider a proposal for Janet Keates to take on the Cleaner's Role at the Village Hall in addition to being Supervisor.

**Motion:** To appoint Janet Keates to the position of Village Hall Cleaner in addition her existing role.

**Resolved:** *The Parish Council resolved to approve the appointment of Janet Keates to the Role of Village Hall Cleaner with immediate effect.*

- **Letters of Thanks**

Two residents had been put forward to receive letters of thanks from the Parish Council for their significant contributions to the Village and Village Life.

**Resolved:** *The Parish Council resolved to approve the sending of letters of thanks to the two nominated parties.*

**19. Closure of the Meeting:** The meeting closed at 21: 30

#### Public Forum

A resident asked about the weight limits on the roads in the Village. He had asked CEC but had been informed that they did not hold this information. **Action:** Clerk to contact a suitable person in CEC Highways and report back.

*These minutes will be submitted for approval at the next meeting. Until then they are draft minutes.*

#### APPENDIX 09/19

##### ITEM 09.19.08 CLERKS REPORT

##### Correspondence List

- a. VHPFF Re: Bowling Pavilion for Goostrey VHPFF
- b. slccccheshire.co.uk Fwd: Risk Assessment Training Session
- c. CEC [OFFICIAL] RE: Goostrey Village Hall Recharge for 2018/19
- d. Communities (East) [OFFICIAL] Town & Parish Conference - Wednesday 20 November @ 4.00p
- e. PPL PRS Ltd TheMusicLicence - Your Review Invoice
- f. JONES, Pete (Street Cleansing Team Leader) RE: Additional Dog Bin
- g. Lynx Electrical RE: Electrical Inspection Invoice
- h. Jodrell Side WI Re: tree planting
- i. PCSO Liz Chesters – Beat Report
- j. Communities (East) [OFFICIAL] Partnership Working With Communities Survey
- k. NetWise UK Public Sector Bodies Accessibility Regulations 2018
- l. Resident Re: Trees
- m. CEC Street Lighting RE: Speed Indicator Devices on Main Road, BoothBed Lane and Station Road
- n. Resident Goostrey Speedwatch
- o. Cranage PC RE: Sibelco Rudheath Lodge Neighbour Update
- p. Resident RE: Boothbed Lane Playing Field
- q. PKF Littlejohn Auditors - RE: Goostrey Parish Council CH0081 - Review of AGAR Part 3
- r. CEC Highways [OFFICIAL] RE: Traffic management. Goostrey railway bridge
- s. CEC Handover Window replacement 21/08/2019
- t. Manchester Airport RE: Invitation to Manchester Airport Town/Parish Council Meetings
- u. ChALC Training Session
- v. Ansa [OFFICIAL] RE: Additional Dog Bin
- w. ChALC Weekly Bulletin 16.08.19
- x. FOGS Fwd: Community Rail Awards 2019 | shortlist and photo & video competition
- y. Netwise UK Re: Google Ranking of Goostrey.info
- z. confirmation@tvlicensing.co.uk Your recent TV Licence declaration 09/08/2019
- aa. Zurich Insurance Making Risk Management Simple
- bb. Goostrey Scouts Re: Grant Application for Goostrey Scouts Wildlife Project
- cc. Planning Enforcement RE: FW: 18/00357E
- dd. ADF Asbestos Refurbishment Survey Report
- ee. Ansa [OFFICIAL] RE: Booth Bed Lane Playground Fence - safety issue - URGENT
- ff. Chalc Model Financial Regulation 2019
- gg. Communities (East) [OFFICIAL] Know your Numbers! URGENT REMINDER
- hh. Goostrey Rose Festival Re: Grant Application for Goostrey Rose Festival Committee
- ii. clerk@holmeschapelparishcouncil.gov.uk Cranage Village Hall
- jj. KOLKER, Andrew (Councillor) Dane Valley Ward Section 106 monies
- kk. Manchester Airport Survey

Chairman: Cllr Ken Morris

Parish Clerk: Sharon Jones

- ll. Resident – re Dog waste bin
- mm. Resident. Sign on Bomish Lane – Clerk to notify Highways.
- nn. Resident – Weight limits

#### **ITEM 09.19.16 MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**

##### **Report from the Manchester Airport Parish Council Liaison Meeting on 24<sup>th</sup> September 2019 – Cllr Roberts**

This meeting was held at the Concorde Conference Centre on the 24th September 2019 and was attended by representatives from a number of local councils.

The opening presentation detailed areas/activities the Airport is involved with. These include community support eg events for the elderly, education programs & support, financial donations to local community trusts & cultural projects, environmental initiatives plus support for various educational areas including apprenticeships and plans for the Airports future.

The main presentation detailed a significant project which has just started to revise flight paths to and from Manchester Airport. The current flight paths were designed in the 1960s and Manchester Airport, together with all other airports in the UK, has been told by the Government to modernise its airspace. The main reason for revising the flight paths is to allow planes to fly closer together - this is possible as newer aircraft are fitted with very sophisticated navigation and positioning equipment like GPS satellite systems. The air space review will cover flights taking off or arriving at Manchester at altitudes of up to 7,000ft. The airport said it would consider whether to prioritise keeping changes to a minimum so as to avoid flying over new areas or start with a 'clean sheet' and design new routes that might reduce the effect of aircraft noise, cut emissions and make better use of modern technology, but fly over new areas as a result. Further information about the Future Airspace program at Manchester Airport can be found in the following link: [information pack here](#) .

The first phase is now underway; the Airport has defined a broad set of general design principles which encompass safety, environmental and operational criteria. These have been detailed in an on-line questionnaire which aims to get views from a variety of sources eg residents, businesses and specific groups/organisations eg Jodrell Bank. This first phase will essentially define what the various sources see as key points/issues and this will then be taken forward to a formal consultation process with the public, this is expected to start early 2021. Unfortunately, we only became aware of this questionnaire on the 20th September and then only because I'm a parish councillor. This short period began at the end of August and ends on the 6th of October and so by the time you read this it will be too late for you to have your say. In view of this, your parish council will be working hard to protect the airspace over our parish and make sure you're kept up to date with any developments in coming months.