

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD****ON TUESDAY 23rd FEBRUARY 2021 at 7.30pm by VIDEO CONFERENCE**

Present: Cllrs Morris (KM)(Chairman), Rathbone (TR)(Vice-Chairman), Beckham (NB), Morgan (PM), O'Donoghue (IO'D), Roberts (DR), Ross (CR), Sulej (JS) and Williams (EW)

In attendance: Sharon Jones, Clerk to the Council, Cllr Kolker (CEC) and three members of the public.

02.21.1. Declaration of Interests: There were no interests declared.

2. Apologies for absence: Apologies for absence were received from Cllr Lord.

3. Minutes: To approve and sign the Minutes of the meetings on 26th January and 16th February 2021. Minutes are available on the website at <https://goostrey.info> under the Parish Council Documents menu item.

Motion 1 -Resolved: *The Parish Council accepts the minutes of the Parish Council Meetings on 26th January and 16th February 2021 as true records of the meetings.*

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.

• **Cheshire East Council Meeting on 17th February 2021**

- At the Full Council Meeting The budget and increase to council tax of 4.99% were approved at the February Meeting of the Full CEC Council.
- The Motion of No Confidence against the Mayor, which had been brought about because he was removed from the Handforth Parish Council Meeting in December, has been referred to the Cheshire East Standard Committee at the recommendation of the Monitoring Officer.

• **Cycling and Walking Public Consultation**– The consultations for Crewe, Macclesfield, Congleton and Wilmslow and the update to the Tranche 1 scheme proposed in Sandbach closed on 3rd March however you can still provide feedback on the other Tranche 1 schemes which were implemented from Summer 2020 and view details of the schemes at <https://cheshireeastactivetravel.commonplace.is/>

• **Area Highways Group** – The funding of £80k will be replaced by a Ward budget, this will be split between the Dane Valley Ward Councillors (approx. £5,000 each). At present, it is unclear how this will work in practice.

Councillors Questions

- JS mentioned deep potholes at the top end of Main Road near the cattery. He has reported these to Highways but no action yet. **Action:** Clerk to check progress with CEC Highways Officer.
- CR asked for an update on which Council Recycling Centres will close. AK responded that it is highly likely that the Congleton site will close, and Knutsford and Macclesfield will remain. CR indicated that since there has been a charge for rubble tipping there appears to be a tendency towards fly tipping. He has also seen tyres dumped on Wash Lane and felt that this will increase.
- KM commented that the Council tax has increased by 20% in the last 4 years and wondered how the Council thinks that residents can afford this?

- DR reported that he had contacted Fiona Bruce MP, and has received a reply indicating that the increase in Council Tax is due to Cheshire East Council receiving less funding from central government.
 - DR asked what was driving the replacement of lamp posts in Goostrey? (two councillors reported that lamp posts in their streets had been replaced in the last few weeks).
5. **Committee Matters:** To receive reports from the Parish Council Committees (all minutes are available at <https://goostrey.info> under the Parish Council Documents menu item.
- i. **Amenities Committee 3rd February 2021** – minutes are available on the website.
- **Motion 2 – Resolved:** *The Parish Council resolved to approve the Village Improvement Plan Questionnaire for distribution in hard copy to every household in the village and electronic distribution via Survey Monkey including costs to a maximum of £760 (details and costs included Appendix page A2)*
 - **Motion 3 – Resolved:** *The Parish Council resolved to approve the list of Cheshire East owned assets proposed by the Amenities Committee to further investigate for suitability to transfer to the Parish Council. (See Appendix page A2)*
 - **Motion 4 - Resolved:** *The Parish Council resolved to approve the minutes of the Amenities Committee Meeting on 3rd February 2021, and all the motions and actions therein, which are additional to those covered in Motions 2 & 3.*
6. **Planning Matters:** To receive a report from the Planning Committee Meeting on 23rd February 2021. KM delivered a report from the meeting. The minutes are available at <https://goostrey.info> .
7. **Financial Payments:** To approve payments in Schedules 02/21. Includes: Salaries & expenses (payment schedules are available at <https://goostrey.info>).
- i. **Payment Schedule 02/21**
- **Motion 5 : Resolved** - *The Parish Council resolved to approve the payments listed on Schedule 02/21.*
8. **Clerk’s Report – including Actions from the Last Meeting and Correspondence received** See Appendix 02/21, Item 02.21.08 Clerk’s Report, page A1).
9. **Highways & SpeedWatch** – To receive reports on any items of interest – TR & CR
- i. **SpeedWatch Report** - There is no new data to report as SpeedWatch Sessions remain suspended and resumption will be considered when the Cheshire East Council area is designated something better than COVID-19 Tier 2.
- **SDU at Shearbrook, Main Road - Summary Report January 2021** – See report in Appendix page A3.
10. **Police Matters** To inform the PC of any key recent developments and to answer Councillors’ questions - TR.
- i. **Report Police Meeting for Dane Valley and Brereton Rural Parishes on 8th February 2021 – TR**
- PCSO Adrian Chadwick presented his beat report. Low levels of crime and road traffic incidents in Goostrey, but speeding vehicles is a common concern in all areas which PCSOs are very much aware of and devote as much time as possible to Trucam enforcement sessions.
11. **Annual Parish Meeting 2021** – To consider a proposal to set a date for the meeting – See details in Appendix A3

Motion 6 - Resolved: *The Parish Council resolved to set a provisional date for the Annual Parish Meeting for 24th May 2021.*

- 12. Update to Standing Orders** – To consider an update to sections 15. a. Proper Officer (page 18) and 16. a. Responsible Financial Officer (page 20) in Standing Orders to further clarify the roles and the procedure when the Proper Officer/RFO is not available. See details on Appendix page A4.

Motion 7 - Resolved: *The Parish Council resolved to approve the amendments to Standing Orders sections 15. a. Proper Officer and 16. a. Responsible Financial Officer as outlined in Appendix 02/21 ITEM 02.21.12 – Update to Standing Orders on page A4.*

- 13. Document Retention Scheme** – To consider the implementation of the draft document retention scheme.

Motion 8 – Resolved: *The Parish Council resolved to implement the draft Document Retention Scheme. See published document at <https://goostrey.info/policies/>*

- 14. Minor Items & Items for the Next Agenda:** To take any points from Members and to note urgent items of interest.

i. **Friends of Goostrey Station** – Update from DR. See report in Appendix page A5.

- 15. Date of Next Meeting:** To confirm the date of the next Meeting – 23rd March 2021.

- 16. Closure of Meeting:** The Chairman closed the meeting at 20:20.

Public Session

There were no comments from members of the public.

Minutes of the meeting remain draft until approved at the next meeting of the Council.

APPENDIX 02/21**ITEM 02.21.08. - CLERK'S REPORT****Actions from Last Meeting**

- a. The Amenities Committee to investigate other areas in the village for potential transfer to the Parish Council and present them to the Parish Council at the February meeting – **Completed.**
- b. Cllr Kolker to ask CEC Highways to consider looking at the flooding hotspots to see if regular maintenance would prevent flooding.

Correspondence

- a. National Association of Local Councils -NALC ONLINE EVENTS 26/01/2021
- b. SLCC SLCC Daily Digest - 26/01/2021 26/01/2021
- c. Connected Communities CEC - Cheshire East Volunteering Website – 26/01/2021
- d. LoveGoostrey Fwd: Danger warning 28/01/2021 12 KB
- e. Cheshire East Business Support Grant Confirmation – COVID-19 29/01/2021
- f. NALC Local Council Award Scheme - feedback from application triage 30/01/2021
- g. Resident RE: Swanwick Hall Permissive footpath – Damage to Bridge 01/02/2021
- h. HC Parish Council - Police Meeting for Dane Valley and Brereton Rural Parishes 8 February 2021
- i. Connected Communities CEC [OFFICIAL] Get Safe Online - February 2021 media campaign.
- j. Resident re: Planning Application - 20/5783C 03/02/2021
- k. National Association of Local Councils NALC CORONAVIRUS UPDATE 05/02/2021
- l. ChALC Weekly Bulletin 5.02.21
- m. National Association of Local Councils CHIEF EXECUTIVE'S BULLETIN 05/02/2021
- n. Residents Local Water Table Concerns - Cranage, Goostrey & Allostock 06/02/2021
- o. Resident Re: Large puddle on Main Road 06/02/2021
- p. NALC RE: NALC BREAKING NEWS- Change of Criteria for LCAS Awards Tue 09/02
- q. clerk@credenhill-pc.org.uk Request for a copy of Community Resilience Plan Tue 09/02
- r. CEC Elections Department PCC Elections 2021 Tue 09/02
- s. PCSO Chadwick Read: [EXTERNAL] Speeding Tue 09/02
- t. rfo@comberbach-pc.gov.uk RE: Scribe Accounts Wed 10/02
- u. Cheshire East Highways Immediate Road Closure: Red Lane, Goostrey Fri 12/02
- v. National Association of Local Councils CHIEF EXECUTIVE'S BULLETIN Fri 12/02
- w. ChALC Weekly Bulletin 12.02.21 Fri 12/02
- x. NALC Policy Consultation E-Briefing EPC2-21 - Model Design Code and Funding Bulletin. Fri 12/02
- y. Freedom of Information Request -- Admittance to Public Meetings. Sat 13/02
- z. Cheshire Community Action The latest news from Cheshire Community Action - February 2021
- aa. Residents Donations to VH Planting Project

ITEM 02.21.05 – COMMITTEE MATTERS

i. Amenities Committee 3rd February 2021

Village Improvement Plan Questionnaire

A copy of the questionnaire can be found on page xx.

The Amenities Committee has approved the questionnaire, to be produced in A4 booklet format, and to be delivered in hard copy to all households in the Parish. It is also to be accessible electronically as a Survey Monkey questionnaire.

The questionnaire is to be incentivised by offering free entry into a prize draw for all completed, returned questionnaires.

Costs

The costs for the project will be:

Printing of the booklet (1000 copies in A4 Format)	£340
Survey Monkey Licence for 1 month	£100
Delivery	£200
Postal Delivery	£ 60
Vouchers for Prize Draw	<u>£ 60</u>
Total costs	£760

Recommendation

The Amenities Committee recommends that the Parish Council approves the questionnaire, delivery mechanisms and costs.

CEC Transfer of Assets to Town/Parish Councils - To decide which of the CEC owned areas identified for inclusion in the Environmental Improvement Questionnaire, are good candidates to further investigate possible transfer to the Parish Council.

Resolved: *The Committee resolved to recommend to the Parish Council that all the Cheshire East owned areas listed in the Environment Improvement Questionnaire and Booth Bed Lane Play Area should be added to the list of assets to further investigate possible transfer to the Parish Council.*

See list of assets to be included below:

- Corner of Church Bank and Main Road
- Corner of Booth Bed Lane and Main Road
- Booth Bed Lane Green (opposite Meadow Avenue)
- Shearbrook Bank
- The Bog Bean – Already agreed by PC at January 2021 Meeting that this area be progressed for possible acquisition from CEC
- Outside Main Road Newsagent
- Booth Bed Lane Play Area

ITEM 02.21.09 – HIGHWAYS & SPEEDWATCHMain Road Shearbrook SDU Report January 2021

Total number of vehicles monitored:- 16,894 with 36% exceeding 35mph. Highest speed recorded 88.3 mph at 11pm. One vehicle recorded travelling at over 70mph at 2pm and one recorded travelling at over 70mph at midnight.

ITEM 02.21.11 – ANNUAL PARISH MEETING

To consider the following proposal

Background

As you are aware the 2020 Annual Parish Meeting was postponed due to COVID-19 and the Government Restrictions imposed on public gatherings.

The legislation which allows the Parish Council to hold meetings remotely, does not apply to the Annual Parish Meeting as it is not a Parish Council Meeting, it is merely facilitated/arranged by the Parish Council for the benefit of the residents.

The 2021 Annual Parish Meeting must take place between 1st March and 1st June. The current advice from ChALC (and similar bodies) is to set the date of the meeting towards the end of May, by which time we should have an indication if the meeting can go ahead (either because Government Restrictions have been eased sufficiently to allow public meetings, or there is legislation to allow the meeting to be held remotely) or if it is to be postponed until a later date. .

Proposal

The Parish Council should consider setting a provisional date for the Annual Parish Meeting near the end of May 2021. The Parish Council Meeting is on 25th May, therefore, suggested dates for the Annual Parish Meeting are Monday 24th, Wednesday 26th or Thursday 27th May 2021.

Promotion of the meeting date would need to be at the beginning of May 2021 to give residents advanced notice of the meeting. A leaflet drop or newsletter should be planned to ensure all households are aware of the date once it is confirmed.

ITEM 02.21.12 – UPDATE TO STANDING ORDERS

To consider an update to sections 15. a. The Proper Officer (page 18) and 16. a. The Responsible Financial Officer (page 20) in Standing Orders to further clarify the roles and the procedure when the Proper Officer/RFO is not available.

Proposal

It is proposed to make the following changes:

Section 15. a. Proper Officer (on page 18 of Standing Orders)***Current Wording***

“The Proper Officer shall be either (i) the clerk or (ii) other staff member(s) nominated by the Council to undertake the work of the Proper Officer when the Proper Officer is absent.”

Proposed Wording

“The Proper Officer shall be either (i) the clerk or (ii) or a person nominated by the Council to undertake the work of the Proper Officer when the Proper Officer is absent.”

Note: The Emergency Procedures outline in detail the guidance regarding a temporary replacement for the Clerk/Proper Officer. Once the Emergency Procedures are approved these will be linked to Section 15. a. The Proper Officer in Standing Orders.

Section 16. a. Responsible Financial Officer (on page 20 of Standing Orders)***Current Wording***

“The Council shall appoint appropriate staff member(s) to undertake the work of the Responsible Financial Officer when the Responsible Financial Officer is absent. “

Proposed Wording

“The Council shall appoint an appropriate person to undertake the work of the Responsible Financial Officer when the Responsible Financial Officer is absent”.

ITEM 02.21.14 – MINOR ITEMS AND ITEMS FOR THE NEXT AGENDA**i. FRIENDS OF GOOSTREY STATION – DR**

Soon a new display cabinet will be attached to the Crewe platform shelter. This will replace the existing notice board with two lockable display cabinets. This will protect the school art displays from environmental issues and vandalism. Funding for the display cabinets has been obtained from the Community Rail Network and Sibelco's community grant process. Subject to obtaining permission from the station manager, installation is expected soon after.

Negotiations to agree on terms with Northern Trains to allow people to use the recently restored building are progressing well. A draft tenancy agreement has been issued and reviewed by the prospective tenants. A number of minor issues were raised including the availability of services. These issues have been transferred to the solicitors acting on behalf of Northern Rail and a site inspection has been planned in the near future to assess what needs to be done going forward.

And, as part of a wider scheme involving about 20 stations, Network Rail has set out the timescale for installation of a covered cycle rack at the station. Based on comments from various individuals, we have requested cycle helmet storage as well - this was a strong suggestion from cyclists using the train to commute/travel to Manchester/Crewe. A site inspection is planned to establish the location in the car park and what is required for installation. The FOGS secured a grant from DPD to purchase the rack and Northern Rail has agreed to pay for its installation.