



Goostrey Parish Council

The Village Hall

Goostrey

Cheshire

CW4 8PE

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E-Mail: Parishcouncil@Goostrey.info

Saturday 1st May 2021

THE ANNUAL MEETING OF THE PARISH COUNCIL

WILL BE HELD ON

WEDNESDAY 5th MAY 2021 at 7.30pm by VIDEO CONFERENCE

To be conducted in accordance with the Agenda below.

S Jones

Sharon Jones, Clerk to the Parish Council.

Residents are encouraged to attend & members of the Press are welcomed.

The Press and Public may not speak when the Council is in session unless invited to do so by the Chairman.

Public Forum 7.30 – 7.45pm. - Public comments will be taken before the Meeting commences but are restricted to 15 minutes unless the Chairman allows otherwise.

Zoom Meeting Link – Click the link below to join the meeting

<https://us02web.zoom.us/j/83873026094?pwd=VFo2L2Z0VINEZm81RXdFNzI3WkpVUT09>

Meeting ID: 838 7302 6094

Passcode: 104155

Dial by your location

+44 203 481 5237 United Kingdom

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Please be aware if you dial in via a landline that the rate for the call will be the national rate per minute as stated by your landline provider.

Participants joining by phone only can use *6 to mute and unmute their phone or *9 to raise their hand in the meeting

AGENDA

- 05.21.1. Elect a Chairman**
- 2. Elect a Vice-Chairman**
 - 3. Declaration of Interests:** To receive and minute any Declarations of Interests.
 - 4. Apologies for absence:** To receive Apologies for unavoidable absence.
 - 5. Minutes:** To approve and sign the Minutes of the meeting on 27th April 2021. Minutes can be viewed at <https://goostrey.info/wp-content/uploads/2021/05/GPC-Minutes-27042021-draft-v2.pdf>
Motion 1: The Parish Council accepts the minutes of the Parish Council Meeting on 27th April 2021 as a true record of the meeting.
 - 6. 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.
 - 7. Motion to suspend standing Order 5. Ordinary Meetings item K sections v, vi, viii to xxi (inclusive) –** To meet statutory requirements the only items of business that must be conducted at the Annual Meeting of the Parish Council is the Election of a Chairman. It is therefore proposed that all other items of business which are listed in Standing Orders in 5. Ordinary Meetings item K are deferred until the next meeting of full council to be held in person (see standing order K pages 11 & 12 at <https://goostrey.info/wp-content/uploads/2021/02/GPC-STANDING-ORDERS-23rd-February-2021-v1-1.pdf>
Motion 2: The Parish Council resolves to suspend Standing Orders in 5. Ordinary Meetings item K sections v, vi, viii to xxi inclusive, and defers these items until the next meeting of full council to be held in person. Any appointments not considered at the Annual Meeting on 5th May 2021, shall remain in place until they are considered at a meeting of full council to be held in person.
 - 8. Appoint Councillors to Committees –** To consider the appointment of Councillors to the standing committees (see list of Committees and Current Members on **page 3**)
 - 9. Committee Matters:** To receive reports from the Parish Council Committees:
 - i. **Village Hall Management 4th May 2021 –** Report from the meeting.
 - 10. Planning Matters:** To consider the following Planning Appeal
 - **20/2250C - BRICKBANK FARM, BOOTH BED LANE -** Conversion of traditional agricultural building into one dwelling, creating a small glazed extension and proposed double storey garage. Comments due by 25th May 2021.
 - 11. Financial Payments:** To approve payments in Schedule 05/21. Includes: Salaries & expenses see Payment Schedule on **page 4**
 - i. **Motion 3:** The Parish Council approves the payments listed on Schedule 05/21.
 - 12. Clerk's Report –** including Actions from the Last Meeting and Correspondence received see **page 5**
 - 13. Grant Applications :** To consider a grant application from a local group – see **page 5**
 - 14. Scheme of Delegation –** To approve the Scheme of Delegation to the Clerk. The COVID-19 Legislation to allow Town and Parish Councils to hold meetings virtually expires on 6th May 2021. This means that Parish Council meetings can only be held legally on a face-to-face basis, however according to Government Guidelines public gatherings indoors are not currently permitted. Therefore, for reasons of health and safety of Councillors, employees, and the public the Council does not propose to hold any Parish Council Meetings face to face until it is safe and legal to do so – See proposal on **page 6**.

15. **Minor Items & Items for the Next Agenda:** To take any points from Members and to note urgent items of interest
16. **Date of Next Meeting:** To confirm the date of the next Meeting – 29th June 2021.
17. **Closure of Meeting:** To formally close the Meeting.

ITEM 05.21.08 – Appoint Councillors to Committees

Current list of Committees and Members

Amenities Committee

Terence Rathbone – Chairman
 Paul Morgan – Vice Chairman
 Neil Beckham
 Sara Lord
 Dave Roberts
 Emma Williams

Finance Committee

Paul Morgan - Chairman
 Julian Sulej – Vice Chairman
 Ken Morris
 Terence Rathbone
 Sara Lord
 Ian O’Donoghue

Planning Committee

Ken Morris - Chairman
 Neil Beckham – Vice Chairman
 Sara Lord
 Terence Rathbone
 Dave Roberts
 Colin Ross
 Julian Sulej
 Emma Williams

Staff Committee

Ken Morris – Chairman GPC
 Terence Rathbone – Vice Chairman GPC
 Sara Lord
 Colin Ross

Village Hall Management Committee (VHMC)

Neil Beckham - Chairman
 Dave Roberts – Vice Chairman
 Julian Sulej

ITEM 05.21.11– Financial Payments (To be inserted on Tuesday 4th May 2021

ITEM 05.21.12 – Clerk’s Report

Actions from the Last Meeting

- a. KM to write to CEC Highways to challenge the proposed scheme of Highways and transport charges.
- b. AK to raise the issues associated with CEC Highways and transport scheme or charges on behalf of the Parish Council.
- c. Clerk to submit a register of interest form for the Parish Council to take on responsibility for the Bog Bean.
- d. Clerk to submit a return of No Comments to Cheshire East Planning with regard to application 21/1797C.
- e. Clerk to write to the Chairman of the VHPFF to inform him of the Council’s decision with regard to the donation for the Bowling Hut.
- f. Clerk to add the Scheme of Delegation to the Agenda for the Meeting on 5th May 2021.
Completed.
- g. Clerk to write to resident regarding the Council’s decision on Fly Tipping on Bridge Lane.
- h. Clerk to write to resident regarding the Council’s decision on Gigabit Broadband and to include a link to the public consultation.
- i. KM to circulate papers from this meeting to all councillors.

Correspondence

- a. Goostrey Footpaths Group – request for Council to designate a nominated Member to join the Footpaths Group.
- b. National Association of Local Councils YOUTH SURVEY
- c. ChALC - DCMS Rural Broadband Consultation - NALC Briefing PC3-21
- d. Network Rail Network Rail - Service Request Notification 210428-000430
- e. Resident - Re: Attention Goostrey Parish Meeting 2021 (29th April 2021),
- f. ChALC FW: [OFFICIAL] Presentation for circulation to Councils
- g. National Association of Local Councils - CHIEF EXECUTIVE'S BULLETIN
- h. Civic Voice - civic update - 30th April 2021
- i. ChALC Weekly Bulletin 30.04.21

ITEM 05.21.13 – Grant Application – To consider an application from 1st Goostrey Scouts for a grant of £335.24.

The grant is for the following items for Carbutts hedge and at the Orchards Farm (Goostrey part 2)

£65.12 x 2 Weed mat rolls

£0.30 x 500 Spiral guards

£0.11 x 500 Canes

£335.24 total

A copy of the grant application form is attached for Councillors only.

ITEM 05.21.14 – Scheme of Delegation - To approve the Scheme of Delegation to the Clerk. The COVID-19 Legislation to allow Town and Parish Councils to hold meetings virtually expires on 6th May 2021. This means that Parish Council meetings can only be held legally on a face-to-face basis, however according to Government Guidelines public gatherings indoors are not currently permitted. Therefore, for reasons of health and safety of Councillors, employees, and the public the Council does not propose to hold any Parish Council Meetings face to face until it is safe and legal to do so

1.0 BACKGROUND

The COVID-19 legislation allowing Parish Council meetings to be held virtually comes to an end on 6th May 2021. This means that from 7th May 2021 the Government will expect that all Parish Council Meetings are carried out in person, following any Government Restrictions in place at that time.

Meetings indoors will not be possible due to Government Restrictions, until 17th May 2021 and it is likely that any guidelines in place at that time would not allow the flexibility required to hold a Parish Council meeting giving access to the public effectively unless hybrid meetings are used which require the councillors to be present, but members of the public can attend virtually.

Given that not all councillors will have received their vaccinations by 17th May 2021, and it may not be possible or practical to hold hybrid meetings as specialist equipment is needed to facilitate such a meeting, it is likely a properly convened meeting of the Council will not take place until after 21st June 2021.

The Council needs to consider how it will operate between 7th May and 21st June.

Lawful decisions can only be made by Full Council or in accordance with section 101 of the Local Government Act 1972, which allows for the majority of functions to be delegated to a committee, sub-committee, or officer. It is not lawful for councillors to exercise a function on behalf the council outside a lawfully duly convened council, committee, or sub-committee meeting.

To facilitate the lawful and efficient operation and continuation of council function during this period, it is recommended that council approves a temporary delegation of authority to the Parish Clerk. This will lawfully give her the power to make decisions which would otherwise be taken by council or committee.

2.0 MOTION TO ADOPT SCHEME OF DELEGATION

The Parish Councils resolves that until either:

- a. The government advises that virtual meetings can resume, or
- b. Government restrictions are eased sufficiently for meetings to take place safely (this will be conditional on the Governments Lockdown Exit Plan reaching Stage 4 and for the majority of councillors and the Clerk to be satisfied it is safe to meet in Person in the Village Hall.

The Clerk be authorised to exercise any function that would normally be exercised by Full Council or a committee excepting any which statute prescribes may only be exercised by Full Council.

That this authority be subject to the following conditions:

- i. No decision shall be made which would constitute a permanent change in established policy
- ii. No decision shall be taken prior to the Clerk having sought counsel from the Chairman or Vice-Chairman and the relevant committee's Chairman and/or Vice-Chairman
- iii. Should the Clerk or the Chairman or Vice-Chairman or the relevant committee Chairman or Vice-Chairman consider it appropriate, the Clerk shall prepare a report on a proposed decision and circulate it to all members of a committee or the council by email and no decision shall be taken prior to all members having indicated their view or one calendar week having passed. Alternatively, a virtual meeting will be arranged to discuss the matter.
- iv. A record of all decisions made under this authority shall be kept and reported to all members by email weekly and to the first relevant meeting

- v. Where authority is already delegated through Standing Orders, Financial Regulations, existing policy or previous resolution, any conditions attached thereto shall continue to have effect.

The current schedule of meetings of the Parish Council and Committees will be replaced with a set of working group meetings as follows. These will be held virtually with all decisions being made under delegate authority by the Clerk and will be made accessible to the public.

Parish Council meetings are replaced with Parish Working Group Meetings (name to be confirmed)

Committee Meetings are replaced with Working Group Meetings

Amenities Working Group via Zoom 2nd June 2021 at 7.00pm

Parish Working Group Meeting via Zoom 22nd June at 7.30pm

Other meetings will be arranged as necessary

3.0 CONNECTED MATTERS

The council is still required to approve the Annual Governance and Accounting Review (AGAR) by 2nd July 2021, this approval must take place at a Full Council meeting. An Extraordinary Meeting of full council will be arranged with the prime objective of approval and signature of the AGAR between 28th June and 1st July 2021, observing Government COVID-19 guidelines in place at that time. Members of the public will be admitted to the meeting.

1 - Local Government Act 1972 Schedule 12 7(2)

Motion: The Parish Council resolves to hold a meeting of Full Council on xx June 2021 for the purpose of the approval and signature of the AGAR.