

ANDERTON WITH MARBURY PARISH COUNCIL

Anderton with Marbury Parish Council Meeting to be held on Tuesday 21 September 2021 at Anderton Memorial Hall **commencing at 6.30pm**

Agenda

- 1 Open Forum/ Submissions from the public

To receive submissions from the public; these should be emailed to: clerk@andertonwithmarbury.co.uk no later than 3 working days in advance of the meeting
- 2 Attendance

To receive apologies for absence
- 3 Declarations of Interest

To receive Councillors' declarations of any personal pecuniary and or prejudicial interests
- 4 Minutes of Parish Council Meeting held on 27 July 2021

To approve the minutes of the meeting held on 27 July 2021 (attached)
- 5 Clerk's report

To receive a report on matters dealt with from the 27 July 2021 meeting (action list attached) and also any other new arising matters:
 - Action List 27th July 2021
 - Comberbach Style Village Signs – Action List Item 14 27/2/21 - Update
- 6 Items for discussion / decision
 - a) Speed Indicator Device partnership with Comberbach Parish Council; Purchased, training / Handover, Agreement, Finances
 - b) Section 106 Proposals / Way Ahead – Detailed discussion and plan of action to be agreed;
 - c) Review of the Council's Policies and Terms of Reference & Financial Regulations;
 - d) Open Day Event & Parish Plan proposals and way ahead;
- 7 Correspondence

To update Councillors in respect of any relevant correspondence - Clerk

8 Finance

- To approve the income and expenditure (To Follow)
- To approve any specific expenditure for the open day
- To receive the bank balance (To Follow)

9 Planning

141 Marbury Road, Anderton – To Note Approval

10 Any other business

11 Matters for the next meeting

12 Date of next meeting Tuesday 30th November 2021 at 6.30pm

MINUTES OF ANDERTON WITH MARBURY PARISH COUNCIL

Held on Tuesday 27 July 2021 at Anderton Memorial Hall at 6.45pm

Attendance:

Councillors: Brewin, Bullock, Byram, Green, O Hynes, R Hynes and Walmsley.

Also in attendance: Nigel Parton (Clerk)

1 Open Forum/ Submissions from the public

There were no submissions received from the public.

2 Attendance

There were no apologies for absence.

3 Declarations of Interest

There were no declarations of interest in respect of any items on the agenda.

4 Minutes of Parish Council Meeting held on 25 May 2021

Resolved:

That the minutes from the meeting held on 25 May 2021 were approved as a correct record and were signed by the Chair.

5 Ward Councillors report

There were no representations or updates from any Borough Ward Councillors.

6 Clerk's report

The Council received a verbal report from the Clerk on the following matters and:

- Following a review of the Action List from the meeting held on 25th May 2021 it was agreed that no action be taken in respect of formulating a Community Resilience Plan for the Parish Council;
- It was noted that all other actions from the action list dated 25th May 2021 had been completed;
- It was agreed to pay the Clerks Salary quarterly at a cost to the Council each quarter of £864.00 including statutory holiday pay;
- The Clerks Printer Cartridge and Postage Expenses of £33.18 were approved (see minute 12);

7 Speed Indicator Device partnership with Comberbach Parish Council

Cllr Brewin reported that the grant for £2000 towards the cost of the SID had been received. It was reported that due diligence had taken place in respect of receiving a detailed quote for the SID device to include all ancillary elements including a Tripod and a spare battery. An additional discount had also been secured and the total cost of the SID was £2404, which after subtracting the grant awarded left a balance to pay of £404 between the two Parish Councils and it had been agreed that the balance to pay would be apportioned on an 80/20 basis in line with the higher precept at Comberbach, thus required a contribution by Anderton with Marbury of approximately £84. Cllr R Hynes stated that any future use of the SID would be on a 50/50 basis.

Cllr R Hynes stated that a draft agreement had been prepared by Comberbach and the draft agreement had been circulated to all Parish Councillors and the Clerk. The Council agreed that a written agreement relating to the SID was a very important element which needed to be finalised. It was also suggested that whilst the principle of a monthly handover and usage of the device by each Parish Council on an alternate monthly basis was a good idea and it was agreed that a degree of flexibility and common sense is needed around the day to day practicalities of using the device.

Resolved:

(a) That Cllr Brewin continues to represent the Council on this project and liaises with Comberbach Parish Council to finalise the written agreement and identify any potential risks or issues. Cllr R Hynes and the Clerk can also assist if required.

(b) That the SID device be purchased at a net cost to the Council of approximately £84 subject to reaching satisfactory agreement with Comberbach Council in respect of the formal written agreement which was currently being finalised (see (a) above)

8 Section 106 Proposals

Cllr R Hynes referred to a recent email from CWaC suggesting projects for the £27,000 Section 106 monies available to the Council. Cllr R Hynes stated that she was disappointed with the proposals and options. Cllr O Hynes agreed and explained that in his view some of the items proposed by CWaC in the email and map attachments were CWaC's responsibility anyway and fell outside of the S106 umbrella and should be undertaken by CWaC anyway as part of their cyclical improvement programme.

The Council took time to consider each of the 5 options proposed in some detail. However, there was a consensus amongst all Councillors that the proposals were expensive and lacked clarity for example it was unclear from the proposals and maps what type of pedestrian crossing was being proposed e.g. was it a proper Zebra crossing or merely just dropping the pavements and some limited resurfacing works of the road?

Resolved:

(a) That the Clerk sends an Email to CWaC to express the Council's disappointment with the proposals and that the Ward Councillors are made aware of the current situation; Additionally, that a site visit is requested in the Village whereby Parish Councillors can meet with CWaC representatives to determine a proper way forward.

(b) That within the email detailed above, the point be made that the road through the village is in urgent need of repainting and the cost of these works should be met by CWaC and be separate to the S106 agreement.

9 Review of the Council's Policies, Standing Orders & Financial Regulations

The Clerk reported that following a recent training course he had attended at Chalc, it had become apparent that the Council had some gaps in respect of the Policies currently in place. The Clerk also explained that the Council was currently operating to the NALC 'model' standing orders and financial regulations. The Clerk reassured Councillors that there was no immediate or imminent risk. However, he suggested that a review of the standing orders, financial regulations and policies be undertaken between now and the end of 2021.

Resolved:

That the Clerk formulates a schedule of the work which needs to be undertaken with an approximate timescale and cost and that this schedule be circulated by email before the end of August.

10 Parish Plan proposals and way ahead

Cllr R Hynes proposed an open day to re-engage with Parishioners and reignite the passion to move forward with proposals to improve the parish and to align with the local residents ideas and suggestions to improve the image, facilities and activities within the village.

Cllr Brewin reported on the positive feedback she had received in respect of the planters which had undoubtedly improved the image as you entered the village.

A discussion ensued and it was agreed to hold an open day on Saturday 18th September 2021 between 1pm and 4pm to launch and canvas views on a way forward. A re-branding of the community engagement was suggested by Cllr R Hynes to possibly move forward with the name 'Anderton Community Action', ahead of any detailed work to be undertaken after the Open Day.

Resolved:

That the Open Day was agreed and communications take place informally between all Councillors to organise / arrange the event.

11 Correspondence

The Clerk stated that there was no further correspondence from him for consideration.

12 Finance

The Clerk presented an updated spreadsheet detailing the Council's financial status as at 27th July 2021. It was reported that the grant for £2000 in respect of the SID device had been received. It was also noted that the Clerks salary included holiday pay in line with the minimum statutory guidelines at a cost to the Council of £84.00 per quarter. There were no other receipts or payments of note and income and expenditure remained on track with the budget in place. The total balance held as at 27th July 2021 was reported as £14,592.72

Resolved:

(a) That the following payments were approved:

- **£864.00 to Nigel Parton for the Clerks Salary paid quarterly on an ongoing basis, with the first payment to be made before the end of July to cover the period 1st May 2021 to 31st July 2021;**
- **£33.18 to Nigel Parton for Clerk Expenses;**
- **£75.00 to Chalc for Training courses;**
- **£40.00 to the Information Commissioner to ensure ongoing Data Protection and GDPR Compliance;**

13 Current Planning Applications

27 Bramhalls Park – Rear Extension

No comments or objections

19 Oak Tree Close - Single storey extensions to front and rear and two storey extension

It was noted that a Balcony is proposed on the rear first floor extension and that this might compromise the privacy of the neighbouring property

Resolved:

To submit comments to CWaC as detailed above in respect of the two current planning applications

14 Any other Business

Cllr Brewin queried if any progress had be made in respect of replacing the signs coming into the village. The Clerk apologised for not actioning this from the previous meeting held on 25th May 2021. The Clerk agreed to contact Comberbach to get an idea of costings and /or how to get the signs replaced.

Cllr Byram raised this issue of renewing the Anti-Skid surface in the Hollows. The Clerk agreed to contact CWaC to request when the Anti-Skid surfaces will be repaired / replaced.

15 The date for the next meeting was confirmed as Tuesday 21st September 2021 at 6.30pm

The meeting closed at 7.45pm

ACTION LIST – MEETING 27 JULY 2021

MINUTE	ITEM	ACTION	DATE
7	Speed Indicator Device To formulate a satisfactory written agreement with Comberbach To purchase the SID subject to the above	Cllr Brewin Cllr R Hynes Clerk	15/08/21 31/08/21
8	S106 Proposals Email to CWaC to express disappointment and suggestion to meet up in the village to plot a way forward	Clerk	31/07/21
9	Standing Orders and Policies Project To circulate a proposal by email	Clerk	31/08/21
10	Open Day Date Agreed Saturday 18/09/21 1pm to 4pm – Liaison between all to arrange the event	All	31/08/21
12	Payments To make the payments detailed in Minute 12 (a) above	Clerk	31/07/21
13	Planning Applications Clerk to submit comments to CWaC	Clerk	31/07/21
14	AOB Email to Comberbach re: Signs Email to CWaC re: The Hollows Anti-Skid	Clerk	31/07/21