

LOWER WITHINGTON PARISH COUNCIL

NOTICE OF PARISH COUNCIL MEETING

Date: Monday 31st July, 2023

Time: 7:30p.m.

Venue: Lower Withington Parish Hall



Dr. E. M. Maddock PSLCC,
Clerk & Responsible Financial Officer.

Dated 25th July, 2023

In order to keep councillors and other members of the public safe, please do not attend the meeting if you are feeling unwell for any reason or if you have been in contact with anyone who has Covid, flu or Covid/flu symptoms.

All attendees will be expected to respect social distancing preferences of other attendees.

AGENDA

To Members of Lower Withington Parish Council,

You are hereby summoned to attend the Parish Council Meeting, as shown above, to consider and determine the following business:

- 1. Apologies for absence**
- 2. Declarations of Interest**
 - (a) To receive Declarations of Interest in any items on the agenda.
- 3. Minutes**
 - (a) To approve the Minutes of the Parish Council meeting held 26th June, 2023 as a correct record and approve signing by the Chairman.
- 4. Public Forum for Questions**
 - (a) To receive questions from members of the public.
- 5. Reports from External Organisations**
 - (a) Cheshire East Ward Member Cllr. L. Smetham – To receive a report on items of interest to the Parish Council.
 - (b) Gawsorth Ward Policing Team – To receive a report on matters of interest / concern within the Parish.
- 6. Finance**
 - (a) To receive and consider the Financial Statement 2023/24 as at 31st July, 2023. (Appendix A)
 - (b) To note receipts since the last meeting listed at Appendix B.
 - (c) To approve the payments listed at Appendix C.
 - (d) To receive and consider, if available, risk assessments relating to future litter picking events and newsletter distribution activities.

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7. Planning Applications

- (a) To note recent planning decisions issued by Cheshire East Council. (Appendix D)
- (b) To consider the following planning applications
 - i. 23/2556D: The Croft, Chapel Lane, Lower Withington. SK11 9DE
Discharge of conditions 03 (external materials) and 04 (internal insulation) on application 20/0741M: Construction of outbuilding with a home office in the roof space.
 - ii. 23/2723M: Briarfield, Long Shoot Road, Lower Withington. SK11 9DX
Certificate of lawful proposed development for construction of new incidental building within the grounds of Briarfield.
 - iii. Any applications received following issue of Agenda may be included for discussion if required.

8. Correspondence

- (a) To consider specific correspondence received by the Parish Council since the date of the last ordinary meeting and determine such actions as Members consider appropriate thereto -
 - i. Cheshire East Council Bus Support Criteria Consultation. (Closes: 06/08/23)
[Link to information: <https://surveys.cheshireeast.gov.uk/s/BusC23/>]
 - ii. Police & Crime Commissioner – Quarterly Review.
[Link to information: <http://www.cheshire-pcc.gov.uk/news/local-updates>]
 - iii. Cheshire East Council Library Services Review – Final Proposals. [Link to information: <https://moderngov.cheshireeast.gov.uk/ecminutes/mgAi.aspx?ID=67455#mgDocuments>]
 - iv. ChALC – Notice of date of Annual Meeting: 12th October, 2023 (6:00p.m.).
 - v. ChALC – Notice of preparation for national events to commemorate the 80th Anniversary of D-Day on 6th June, 2024.
[Link to information: <https://www.d-day80beacons.co.uk/>]

9. Highway Maintenance and Enhancements

- (a) To receive updates on reported highway matters listed at Appendix E.
- (b) To receive new highway maintenance matters for attention from Members.
- (c) To consider merits and justifications for extending 30mph zone along Salters Lane.

10. Parish Matters

- (a) To receive any updates available from the Jodrell Bank Observatory World Heritage Site Steering Group.
- (b) To receive updates and feedback relating to the Bluedot Festival 2023.
- (c) Community Newsletter
 - i. To receive an update relating to the next edition of the community newsletter.
 - ii. To consider quotations for the production of keyrings alerting residents to the access codes for the parish defibrillators.
- (d) Parish Council website
 - i. To receive notification of updated annual hosting fees from 1st August, 2023.
 - ii. To receive an update relating to the proposed Parish Hall bookings calendar to be displayed on the Parish Council website and to consider additional costs associated with the adding the calendar and providing training.

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11. Parish Councillor Vacancies

- (a) To consider co-opting individuals (2) to fill current vacancies.

12. Matters for inclusion on next/future meeting agenda

- (a) Adoption of new code of conduct (Sept. 2023)
- (b) Village gateways

13. Date of next meeting: Monday 25th September, 2023 at 7:30p.m.

To consider passing a resolution under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 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.

14. Matters for consideration including those transferred from above items (as required)



Dr. E. M. Maddock PSLCC,
Clerk & Responsible Financial Officer. Dated 25th July, 2023

For further information please contact: Tel: 01477 571444 Email: clerk@lowerwithington.com

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APPENDIX A

Financial Statement – 2023/24 as at 31 st July, 2023					
Actual 2022/23 £	Details	2023/24 Budget £	Actual to Jun. 23 £	Agenda Jul. 23 £	Budget Balance £
	Receipts				
9,807.00	Precept	10,892.00	0.00	5,446.00	5,446.00
1,761.00	Balances	2,038.00	0.00		0.00
67.99	Investment interest		0.00	41.91	0.00
0.00	Sale of assets		0.00		0.00
0.00	Grants, donations & refunds		0.00		0.00
41.07	VAT refund		0.00	519.96	38.00
11,677.06	Total receipts	12,930.00	0.00	6,007.87	5,484.00
	Payments				
3,999.67	Salary (Clerk)	4,335.00	1,018.56	339.52	2,976.92
0.00	National Insurance (Employer)	0.00	0.00		0.00
275.00	Allowances (Clerk)	325.00	0.00		325.00
98.42	Administration	300.00	0.00		300.00
0.00	Chairman/Member allowances	0.00	0.00		0.00
171.00	Audit fees (internal & external)	185.00	185.00		0.00
300.00	Insurance	350.00	300.00		50.00
2,650.36	Grants/Donations (inc. s.137)	2,600.00	0.00		2,600.00
601.00	Website	220.00	5.00		215.00
197.00	Subscriptions/affiliation fees	330.00	166.50		163.50
190.00	Room hire	325.00	0.00		325.00
0.00	Training	210.00	0.00		210.00
0.00	Professional Services	750.00	0.00		750.00
1,583.50	Assets – purchase	1,000.00	0.00		1,000.00
266.00	Assets – maintenance	1,500.00	0.00		1,500.00
825.15	Contingency	500.00	94.99		405.01
519.96	VAT		38.00		
11,677.06	Total payments	12,930.00	1,808.05	339.52	10,820.43

Cash/Bank reconciliation	01/04/23	26/06/23	31/07/23	31/03/24
Balance B/Fwd	31,395.82	31,395.82	29,587.77	35,256.12
Add total receipts	12,930.00	0.00	6,007.87	5,484.00
Less total payments	12,930.00	1,808.05	339.52	10,820.43
Balance C/Fwd	31,395.82	29,587.77	35,256.12	29,919.69
Cumulative balances	Balance	Balance	Balance	Balance
	01/04/23	26/06/23	31/07/23	31/03/24
General funds	14,072.16	12,264.11	17,932.46	12,596.03
Earmarked reserves	17,323.66	17,323.66	17,323.66	17,323.66
	31,395.82	29,587.77	35,256.12	29,919.69

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Cash/Bank Reconciliation as at 31st July, 2023

Cash

Balance brought forward 01/04/23	
Current Account	15,873.72
Business Reserve Account	15,522.10
	<u>31,395.82</u>
Plus receipts	6,007.87
Less payments	<u>2,147.57</u>
Balance carried forward 31/07/23:	<u><u>35,256.12</u></u>

Bank (NatWest)

Business Reserve Account	15,564.01		05/07/23
Add receipts/transfer since above statement			
	<u>0.00</u>		
		0.00	
Less unrepresented cheques			
	<u>0.00</u>		
		<u>0.00</u>	
		15,564.01	31/07/23
Current Account	20,466.14		05/07/23
Add receipts/transfer since above statement			
	<u>0.00</u>		
		0.00	
Less unrepresented cheques			
Approved	-434.51		
For approval	<u>-339.52</u>		
		<u>-774.03</u>	
		19,692.11	31/07/23
Total bank balances 05/07/23		<u><u>35,256.12</u></u>	

APPENDIX B

Receipts

Cheshire East Borough Council	£5,446.00	Precept 2023/24 (50%)
HM Revenue & Customs	£519.96	VAT reclaim 2022/23
NatWest Bank plc	£12.12	Gross interest – April 2023
NatWest Bank plc	£15.09	Gross interest – May 2023
NatWest Bank plc	£14.70	Gross interest – June 2023

APPENDIX C

Payments for approval

Cheque No 000559	E. M. Maddock	£271.52	Salary: July, 2023
Cheque No 000560	H.M. Revenue & Customs	£68.00	Employee income tax

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APPENDIX D

Outstanding planning applications & recent planning decisions

- 18/3395M Four Oaks, Farm Lane, Lower Withington. SK11 9DU
Change of use to include use of the site for the holding of auctions (retrospective).
DECISION STATUS – Undecided
- 19/2936W Dingle Bank Quarry, Holmes Chapel Road, Lower Withington. SK11 9DR
Variation of Condition 4 on application 16/3064W - Variation of Condition 2, 4 & 5 of permission 10/3080W.
DECISION STATUS – Undecided
- 22/3574M Lower Welltrough Farm, Rigbys Lane, Lower Withington. SK11 9EF
Construction of farm building for livestock accommodation for cows and dairy replacements. Application is to replace existing building which will be demolished.
DECISION STATUS – Approved with conditions (19/07/23)
- 22/4550M Lakeside Cottage, Holmes Chapel Road, Lower Withington. SK11 9AE
Replacement dwelling and garage.
DECISION STATUS – Undecided
- 23/0516M Oaklyn, Lapwing Lane, Lower Withington. SK11 9AD
Ground and first floor alterations and extensions with a new porch and a utility room extension to re-configure previous extensions.
DECISION STATUS – Approved with conditions (20/06/23)
- 23/1613M Foden Bank Barn, Lapwing Lane, Lower Withington. SK11 9AD
Conversion of existing gym/office/storage outbuilding to residential annexe.
DECISION STATUS – Undecided
- 23/1638M Thorn Tree Farm, Salters Lane, Lower Withington. SK11 9DY
Single storey rear kitchen extension.
DECISION STATUS – Approved with conditions (24/07/23)
- 23/2257M Black Swan, Trap Street, Lower Withington. SK11 9EQ
Proposed demolition of existing extension, proposed new extensions, alterations, reorganisation of internal accommodation and associated works.
DECISION STATUS – Undecided

APPENDIX E

Reported highway matters: updates

- a. Dislodged coping stone and fallen tree on bridge at Catchpenny Lane.
STATUS: The defect has been included within the asset management system for which the repair will be risk assessed and prioritised and placed in the forward programme. The capital works programme for the current financial year is full, however, efforts will be made to find a gap within the timeframe to schedule a repair for the structure.
- b. Holes in road at junction of Whisterfield Lane and Chapel Lane.
STATUS: Awaiting budget allocation.

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- c. Polluted run-off entering ditch along Catchpenny Lane.
STATUS: No further action planned at this time unless specific reports of incidents submitted.
- d. Rigbys Lane – deteriorating carriageway surface.
STATUS: Some carriageway repairs were scheduled for 30th June, 2023. These will not be a permanent fix. After the initial repairs are completed the location will be assessed and prioritised along with other similar sites across the borough for further substantial treatment.
- e. Potholes on Long Shoot Road.
STATUS: Several potholes repaired.
- f. Knocked down chevron sign near junction of Bomish Lane with A535.
STATUS: Remedial work scheduled to take place.
- g. Holes at carriageway edges along several lanes.
STATUS: Specific holes need to be identified and reported individually.
- h. Broken sign along A535 (near to The Old Cheshire Hunt).
STATUS: The defect has been assessed and added to the improvement programme for repair over the longer term. It is unlikely that any improvement work will be carried out in the current financial year, however, the programme may change if more funding becomes available.
- i. Deteriorating footpath waymarker sign at Salters Lane (FP11).
STATUS: Sign has been inspected. No date for remedial work received.
- j. Pothole at Trap Street, opposite Dicklow Cob Farm
STATUS: Matter resolved.
- k. Proposal for quiet lane status at Lapwing Lane (north).
STATUS: Awaiting response from Cheshire East Council regarding traffic count/speed survey which has been scheduled to take place during the summer.
- l. Proposal for double white lines on A535 near to junction with Catchpenny Lane.
STATUS: Need to build evidence to support progressing the proposal. Issue incorporated into representations to Police & Crime Commissioner (see (m) below).
- m. Highway safety concerns relating to speeding vehicles, motorbikes and road layout on A535.
STATUS: Awaiting response from Police & Crime Commissioner relating to A535 and actions that can be taken to address several issues relating to safety of highway users on A535.
- n. Highway safety concerns relating to telegraph pole along A535 near to junction with Catchpenny Lane.
STATUS: Awaiting response from Cheshire East Council regarding safety assessment of pole position.