

LOWER WITHINGTON PARISH COUNCIL

NOTICE OF PARISH COUNCIL MEETING

Date: Monday 28th October, 2024

Time: 7:30p.m.

Venue: Lower Withington Parish Hall



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

Dated 22nd October, 2024

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 30th September, 2024 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. Cheshire East Ward Member Cllr. L. Smetham**
 - (a) To receive a report on items of interest to the Parish Council.
- 6. Finance**
 - (a) To receive and consider the Financial Statement 2024/25 as at 28th October, 2024.
(Appendix A)
 - (b) To note receipts since the last meeting listed at Appendix B.
 - (c) To approve the payments listed at Appendix C.
- 7. Policy Updates**
 - (a) To adopt the new model Financial Regulations.
[Link to document: <https://lowerwithington.com/wp-content/uploads/2024/02/Model-Financial-Regulations-LWPC-Oct-2024.pdf>]

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- (b) To approve making the following updates to Standing Orders:

[Existing Standing Orders available at:

<https://lowerwithington.com/wp-content/uploads/2024/02/Lower-Withington-Parish-Council-Standing-Orders-v2.pdf>]

- i. Clause 18(c): Replace existing clause with the following: “A public contract regulated by the Public Contracts Regulations 2015 with an estimated value in excess of £25,000 but less than the relevant thresholds referred to in standing order 18(f) is subject to the ‘light touch’ arrangements under Regulation 109-114 of the Public Contracts Regulations 2015 unless it proposes to use an existing list of approved suppliers (framework agreement).”
- ii. Clause 18(f): Replace existing clause with the following, “Where the value of a contract is likely to exceed the threshold specified by the Office of Government Commerce from time to time, the Council must consider whether the Public Contracts Regulations 2015 or the Utilities Contracts Regulations 2016 apply to the contract and, if either of those Regulations apply, the Council must comply with procurement rules. NALC’s procurement guidance contains further details.
- iii. Clause 18(g): Remove clause.

8. Planning Applications

- (a) To note recent planning decisions issued by Cheshire East Council. (Appendix D)
- (b) To consider the following planning application:
 - i. 24/3271M: Land at Pitt Lane, Lower Withington.
Proposed demolition of a two storey former agricultural building (now in hotel use (C1)) and replace it with a new farmhouse and garage.
 - ii. Any applications received following issue of Agenda may be included for discussion if required.

9. 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. The Local Government Boundary Commission for England: To receive and consider the draft proposals for revised electoral wards for Cheshire East Council as set out in the consultation documents and determine any response to the consultation as appropriate.
[Link to information: <https://www.lgbce.org.uk/all-reviews/cheshire-east>]
 - ii. Cheshire East Council: Garden waste scheme subscriptions now open for the 2025 collection period.
[Link to information: https://www.cheshireeast.gov.uk/waste_and_recycling/bins/garden-waste-recycling-scheme/overview.aspx]

10. Highway Maintenance and Enhancements

- (a) To consider updates on reported highway matters listed at Appendix E.
- (b) To receive new highway maintenance matters for attention from Members.
- (c) To consider the speed review criteria in respect of the following stretches of highway:
 - i. A535 (Holmes Chapel Road)
 - ii. Salters Lane (Windy Arbour crossroads to parish boundary with Siddington)
 - iii. Trap Street.

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- (d) To receive and consider matters relating to the proposal to install village gateways within Parish.
- (e) To receive and consider update relating to the proposed upgrade of the footbridge at Lower Withington FP5.
- (f) To receive and consider update from Cheshire East Council regarding concerns raised in respect of cycling and running events taking place on local highways.
- (g) To receive and consider updates relating to concerns about motorbike and car racing along A535.

11. Meetings of External Organisations

- (a) To receive any updates from the Jodrell Bank Observatory World Heritage Site Steering Group.
- (b) To receive a report from the ChALC Annual Meeting held 17th October, 2024.
- (c) To note that a meeting of the Manchester Airport Town and Parish Council Forum will be taking place on 30th October, 2024.

12. Parish Matters

- (a) To receive a report on matters of interest / concern within the Parish from Gawsworth Ward Policing Team.
- (b) To receive and consider updates relating to the next edition of the community newsletter.
- (c) To consider matters relating to the planting of fruit trees at Dicklow Cob Village Green.
- (d) To consider update relating to replacement of shrubs in island at entrance to Parish Hall car park.
- (e) To receive and consider updates relating to proposals for Christmas lights 2024.
- (f) To receive and consider updates in respect of the empty properties at Jodrell Bank.
- (g) To review and consider any actions required in respect of trees and tree designations within the Parish.
- (h) To note the display of the village remembrance street poppies and thank the volunteers for installing.

13. Parish Councillor Vacancy

- (a) To consider co-opting an individual (1) to fill current vacancy.

14. Matters for inclusion on next/future meeting agenda

15. Date of next meeting: Monday 25th November, 2024 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.

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



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

Dated 22nd October, 2024

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

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APPENDIX A

Financial Statement – 2024/25 as at 28 th October, 2024					
Actual 2023/24 £	Details	2024/25 Budget £	Actual to Sep. 24 £	Agenda Oct. 24 £	Budget Balance £
	Receipts				
10,892.00	Precept	11,142.00	5,571.00	5,571.00	0.00
0.00	Balances	3,000.00	0.00		0.00
228.09	Investment interest		400.37	162.54	0.00
0.00	Sale of assets		0.00		0.00
500.00	Grants, donations & refunds		0.00		0.00
519.96	VAT refund		0.00		114.67
12,140.05	Total receipts	14,142.00	5,971.37	5,733.54	114.67
	Payments				
4,334.22	Salary (Clerk)	4,722.00	2,230.80	371.80	2,119.40
0.00	National Insurance (Employer)	0.00	0.00		0.00
300.00	Allowances (Clerk)	350.00	0.00		350.00
136.41	Administration	300.00	0.00		300.00
0.00	Chairman/Member allowances	0.00	0.00		0.00
185.00	Audit fees (internal & external)	200.00	220.00		-20.00
300.00	Insurance	350.00	300.00		50.00
2,114.96	Grants/Donations (inc. s.137)	2,600.00	0.00		2,600.00
345.00	Website	345.00	230.00		115.00
201.50	Subscriptions/affiliation fees	290.00	174.04		115.96
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
35.98	Assets – purchase	1,000.00	0.00		1,000.00
9.99	Assets – maintenance	1,600.00	348.33		1,251.67
771.49	Newsletter	600.00	293.88		306.12
0.00	Contingency	500.00	500.00		0.00
95.75	VAT		114.67		
9,020.30	Total payments	14,142.00	4,411.72	371.80	9,473.15

Cash/Bank reconciliation	01/04/24	30/09/24	28/10/24	31/03/25
Balance B/Fwd	34,515.57	34,515.57	36,075.22	41,436.96
Add total receipts	14,142.00	5,971.37	5,733.54	114.67
Less total payments	14,142.00	4,411.72	371.80	9,473.15
Balance C/Fwd	34,515.57	36,075.22	41,436.96	32,078.48
Cumulative balances	Balance	Balance	Balance	Balance
	01/04/24	30/09/24	28/10/24	31/03/25
General funds	8,091.91	9,651.56	15,013.30	5,654.82
Earmarked reserves	26,423.66	26,423.66	26,423.66	26,423.66
	34,515.57	36,075.22	41,436.96	32,078.48

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Cash/Bank Reconciliation as at 28th October, 2024

Cash

Balance brought forward 01/04/24	
Current Account	2,500.00
Business Reserve Account	6,492.38
Liquidity Manager Account	25,523.19
	<u>34,515.57</u>
Plus receipts	11,704.91
Less payments	4,783.52
Balance carried forward 28/10/24:	<u><u>41,436.96</u></u>

Bank (NatWest)

Current Account	10,639.63		04/10/24
Add receipts/transfer since above statement			
	<u>0.00</u>		
	0.00		
Less unpresented cheques			
Approved	-1,313.60		
For approval	<u>-371.80</u>		
	<u>-1,685.40</u>		
		8,954.23	28/10/24
Business Reserve Account	6,540.50		04/10/24
Add receipts/transfer since above statement			
	<u>0.00</u>		
	0.00		
Less unpresented cheques			
	<u>0.00</u>		
	<u>0.00</u>		
		6,540.50	28/10/24
Liquidity Manager Account	25,942.23		04/10/24
Add receipts/transfer since above statement			
	<u>0.00</u>		
	0.00		
Less unpresented cheques			
	<u>0.00</u>		
	<u>0.00</u>		
		25,942.23	28/10/24
Total bank balances 28/10/24		<u><u>41,436.96</u></u>	

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APPENDIX B

Receipts

NatWest Bank plc	£8.54	Gross interest – July 2024 (BR)
NatWest Bank plc	£67.87	Gross interest – August 2024 (LM)
NatWest Bank plc	£7.78	Gross interest – August 2024 (BR)
Cheshire East Borough Council	£5,571.00	Precept 2024/25 (50%)
NatWest Bank plc	£70.31	Gross interest – September 2024 (LM)
NatWest Bank plc	£8.04	Gross interest – September 2024 (BR)

APPENDIX C

Payments for approval

Cheque No 000599	E. M. Maddock	£297.40	Salary: October 2024
Cheque No 000600	HM Revenue & Customs	£74.40	PAYE payment

APPENDIX D

(a) Recent planning decisions

- 24/2383M Piggotts Hall, Congleton Lane, Lower Withington.
Amalgamation of two dwellings to return property to a single dwelling house.
DECISION STATUS – Approved with conditions (03/10/24)
- 24/2836M Foden Bank Farm, Lapwing Lane, Lower Withington. SK11 9AD
Retrospective application for outbuilding extension, canopy, outdoor pool, garden wall and store.
DECISION STATUS – Approved with conditions (03/10/24)

(b) Outstanding planning applications

- 24/1216M Oaklyn, Lapwing Lane, Lower Withington. SK11 9AD
Side/rear and first-floor extensions which have already been approved or deemed lawful with a pitched roof to the single storey extension and closing of two gaps between approved extensions.
DECISION STATUS – Undecided
- 24/1905M Oaklyn, Lapwing Lane, Lower Withington. SK11 9AD
Demolition and relocation of annexe outbuilding.
DECISION STATUS – Undecided
- 24/2965M Holly Tree Farm, Holmes Chapel Road, Lower Withington. SK11 9DT
Erection of a free range egg laying unit.
DECISION STATUS – Undecided
- 24/3076M The Cottage, Macclesfield Road, Jodrell Bank. CW4 8BU
Extension in the footprint of the existing cottage at the sides and also at the rear and refurbishment of the existing cottage.
DECISION STATUS – Undecided

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APPENDIX E

Updates on reported highway matters

- a. Dislodged coping stone and fallen tree on bridge at Catchpenny Lane.
Update: "Unfortunately funds have been really tight this year [2023/24], however this will be prioritised in the new year, for replacement."
- b. Holes in road at junction of Whisterfield Lane and Chapel Lane.
Update: "Unfortunately no available resource at the moment, we will only repair actionable defects collected by our routine safety inspectors."
- c. Broken sign along A535 (near to The Old Cheshire Hunt).
Update: A job has been raised for the sign to be repaired. (No timescale provided)
- d. Proposal for double white lines on A535 near to junction with Catchpenny Lane.
Update: Linked to review of A535.
- e. Broken post on Parish boundary sign at Salters Lane.
Update: Order placed for replacement post and remounting of sign.
- f. Blocked drains/gullies at Trap Street.
Update: "This is still in the system to be checked by our Drainage Team, we are currently working to get through a large back log of drainage and flooding enquiries due to recent weather events. You should receive the system notification when it has been actioned."
- g. Overgrown hedge at Congleton Lane.
Update: Awaiting response from landowner.