



# Prestbury Parish Council

**Minutes of the 7<sup>th</sup> ordinary meeting of Prestbury Parish Council 2020/21, held remotely at 7.30 pm on Wednesday 11<sup>th</sup> November 2020,**

*This meeting was held remotely using teleconferencing facility 'Zoom' because of Covid-19 restrictions and held in accordance with Amendment Regulations to the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (the 2020 Regulations)*

## **Attendance**

### **Members of Prestbury Parish Council**

Cllr Keith Podmore  
Cllr Lillian Burns  
Cllr Danny Franks  
Cllr Jon Hallowell  
Cllr Valerie Herbert  
Cllr Peter Holes  
Cllr Marilyn Leather  
Cllr Arthur Dicken  
Cllr Denzil Murphy

Clerk – Mark Wheelton

### **Members of Cheshire East Council**

Cllr Paul Findlow

### **Members of the public**

Two members of the public, Peter Brough & Brett Bull attended as observers in respect of Item 8, Councillor Vacancies.

### **PPC 20-21 / 221 - Apologies for absence**

Cllr Thelma Jackson

### **PPC 20-21 / 222 - Declarations of interest**

None

Chairman

Date

### **PPC 20-21 / 223 - Public Participation**

Cllr Podmore welcomed Peter Brough and Brett Bull as observers to the meeting

### **PPC 20-21 / 224 - Council Minutes**

The minutes of the Extraordinary Meeting of 7<sup>th</sup> October 2020 were approved. Proposed Cllr Murphy. Seconded Cllr Burns. All in favour.

The Minutes of the Full Council Meeting of held on 14<sup>th</sup> October were approved following amendments to 20-21 / 200 Finance (Christmas lights costs to be provided by Cllr Leather when available) and 20-21 / 205 Prestbury Railway Station (agreement that the Parish Council should join the Community Rail Network)

Proposed Cllr Herbert. Seconded Cllr Holes. All in favour.

### **PPC 20-21 / 225 - Finance**

A report from the RFO was tabled and the following points noted:

- Society of Local Council Clerks – members agreed to pay the annual membership to support the clerk's role  
Proposed Cllr Holes. Seconded Cllr Podmore. All in favour.
- Squash Club Lease - Cllr Holes updated members on current discussions with a representative of the squash club. Due to the current covid situation, it is proving difficult to progress this issue and it is proposed to agree to a one year extension to the existing lease to 25<sup>th</sup> March 2022 at the current rental of £1 per year.  
Proposed Cllr Holes. Seconded Cllr Herbert. All in favour.
- October Accounts – all accounts circulated were in order and no comments made.
- Payments for authorization – it was noted that during the month there was one request being sought for credit card payment.
  - SLCC – subscription for clerk (£161.000 plus professional development (£60.00)

Cllrs Podmore & Leather have reviewed and checked all other payments and as set out in the RFO report and below were approved as follows

- ChALC – Finance training for Cllrs Franks, Leather & Podmore £90.00
- Prestbury Village Hall hire – Council meetings (October to December inclusive). Though meetings didn't take place due to covid restrictions, payment to be made as per agreement at October Full Council Meeting Minute 20-21 / 216. £156.00
- Prestbury Village Hall hire – Planning meetings (October to December inclusive) as above. £66.00
- GR Bayley – Corrected invoice for maintenance of the Defibrillator due to incorrect number of visits being invoiced. £226.00 plus Vat. Total £319.20.

Chairman

Date

- Mark Wheelton Net monthly salary £716.56
- HMRC – Tax & NI. £222.56.

Proposed Cllr Herbert. Seconded Cllr Leather. All in favour

Christmas Lights and tree purchase – Cllr Leather updated members on progress on this issue, confirming that one Christmas tree will be sited on the sun dial bed area and the other on Bridge Green at the usual location. All members had received an updated inventory of lights and installation is anticipated on the 23<sup>rd</sup> November. Cllr Holes as RFO requested the final figure for the light's installation so that a Purchase Order of £9709.00 can be raised. He also confirmed that additional storage from Armadillo has still to be finalized.

Cllr Leather also proposed additional red bows be purchased for siting around the village as part of the decorations. Proposed Cllr Leather. Seconded Cllr Herbert. 7 & in favour, 1 against. 1 abstention.

### **PPC 20-21 / 226 – Parish Council Precept for 2021/2022**

Cllr Podmore updated members on discussions at the recent Finance & General Purposes Committee (F&GP) of 2<sup>nd</sup> November 2020 and highlighted the key proposals for the following year's Precept. All members were encouraged to review the proposals and changes and to report back any comments back to the members of the F&GP Committee within fourteen days.

Cllr Podmore informed members that following a review of the clerk's hours, due to the extra resource currently being required for the post, it was considered necessary to create and advertise a new position of RFO / Assistant Clerk. Cllr Holes currently acting as RFO would retain an overview of the general financial processes of the Council.

- It was proposed to create the post of RFO/Assistant Clerk and for it to be advertised and appointed as soon as possible.  
Proposed Cllr Podmore. Seconded Cllr Burns. 8 in favour, 1 against.
- It was further agreed that a Recruitment Panel Sub-Committee be set up, comprising Cllrs Murphy, Holes and Herbert to oversee the advertising and appointment process  
Proposed Cllr Podmore, Seconded Cllr Dicken. 8 in favour, 1 against.

### **PPC 20-21 / 227 - Committees**

The minutes of the following meetings were noted. Planning Committee of the 7<sup>th</sup> October 2020 along with those of the Finance and General Purposes Committee for the 1<sup>st</sup> September 2020 and 26<sup>th</sup> October 2020 (Draft).

Chairman

Date

### **PPC 20-21 / 228 – Councillor Vacancies**

Cllr Podmore introduced Peter Brough & Brett Bull as prospective Parish Councillors for Prestbury. Members had previously received the CVs of both and the following was proposed:

- That Brett Bull be co-opted on to Prestbury Parish Council as of 9<sup>th</sup> December 2020.  
Proposed Cllr Podmore. Seconded Cllr Holes. 8 in favour. 1 abstention.
- That Peter Brough be co-opted on to Prestbury Parish Council as of 9<sup>th</sup> December 2020.  
Proposed Cllr Podmore. Seconded Cllr Dicken. All in favour..

### **PPC 20-21 / 229 – Cheshire East Local Plan Part 2 Site Allocation & Development Plan Document (SADPD)**

Cllr Burns updated members on the work that had been undertaken to develop a draft response in preparation for submission to Cheshire East Council. Cllr Podmore thanked Cllr Burns for the considerable amount of work she has done on this issue.

In order to meet the deadline for submission of a response to the consultation on the SADPD, the following requests were made:

- To note and approve the progress made on the draft response to date.  
Proposed Cllr Burns. Seconded Cllr Herbert. All in favour
- To approve Cllr Podmore, as chairman, to sign off the final version of the submission once the advice from Counsel, only just received prior to the meeting, had been incorporated into it along with any further updates deemed necessary
- Proposed Cllr Burns. Seconded Cllr Dicken. All in favour

### **PPC 20-21 / 230 – Planning Committee Terms of Reference**

Cllr Leather presented the updated Terms of Reference for the Planning Committee as requested by Full Council at its meeting of 9<sup>th</sup> September 2020 Minute 20-21 / 184. The updated document addresses the issue of appointing external planning advice for the council when such support is required to respond to complex planning applications or other strategic planning issues. The key amendment requested was to allow the committee to respond to a wider range of strategic planning issues rather than just planning applications. Proposed Cllr Leather. Seconded Cllr Burns. All in favour

### **PPC 20-21 / 231 – Cheshire East Council Corporate Plan 2020/2024**

It was agreed that the clerk would work with Cllr Podmore to ensure that a response was made on behalf of the Parish Council.

Chairman

Date

**PPC 20-21 / 232 – Cheshire East Council Well Managed Highway Infrastructure Winter Service Further Streamlined Consultation**

Cllr Leather updated members on this consultation with specific regard to Scott Road (access to the school), Chelford Road and Prestbury Lane/Heybridge lane junction. Cllr Leather along with Cllr Findlow were requested to work together to complete the response to the consultation. Proposed Cllr Podmore. Seconded Cllr Herbert. All in favour

**PPC 20-21 / 233 – Prestbury Railway Station**

Cllr Murphy confirmed that unfortunately there had been little progress, with a number of meetings with Network Rail having now being cancelled. He is now looking to setting up a zoom meeting as an alternative.

**PPC 20-21 / 234 – Bridge Green Car Park**

Cllr Podmore confirmed that in respect of the outstanding issues with the car park, that the architects for the scheme are still awaiting a full report from the contractor and supplier of the tarmac materials.

**PPC 20-21 / 235 – Provision of cycle racks**

Cllr Murphy confirmed that he had met a company in the village to review possible sites for installation of equipment. The railway station seems the site with the most potential and Cllr Murphy was requested to provide a mini report with costs for a locker and bike rack installation at this location. He was also requested to research the permissions required and land owners contacted, that would need to be consulted for any installation on the main street, which although a conservation area was also considered the only other suitable site at this time.

**PPC 20-21 / 236 – Children's Playground / Playing Field**

Following a site visit by Cllrs Holes and Herbert it was agreed to purchase two "springers" from Wicksteed at a total quoted cost of £3401.50. Proposed Cllr Herbert. Seconded Cllr Hallowell. All in favour.

**PPC 20-21 / 237 – Proposal to investigate the siting of electric vehicle charging points**

Cllr Holes updated members on progress through discussions he has recently had with a vehicle charging operator in respect of installation and on-going costs focusing on Springfields car park. Further discussions would now be required with Cheshire East Council as the owners of the car park if this project is to progress.

**PPC 20-21 / 238 – Police Report**

Cllr Dicken introduced the monthly report that had been received from the local police. There were no concerns or questions raised in respect of the information presented.

Chairman

Date

### **PPC 20-21 / 239 – Grounds maintenance & seasonal leaf clearance**

Cllr Murphy informed members on the work that had been undertaken in by ANSA but felt that it was insufficient to maintain the high quality environment of the village. Cllr Podmore confirmed that additional resource to address this was a proposal in the budget for next year. In the interim, Cllrs Murphy and Franks were asked to approach a local contractor for a cost to undertake additional remedial action.

### **PPC 20-21 / 240 – The village stocks**

The clerk was requested to follow up progress on this issue with Cllr Jackson in respect of the current position resulting from the recent repairs to the stocks.

### **PPC 20-21 / 241 – Clerk's Report**

- The CPR Group request for funding – members viewed a request for funding from this group who work alongside the Northwest Ambulance Service to work in local schools to encourage life-saving skills and also through provision of a noticeboard to raise its profile. Members agreed in principle to approve a grant of £299.00 towards the provision of a school noticeboard. Proposed Cllr Podmore. Seconded Cllr Holes. All in favour.
- Bridge Green Car Park the clerk updated councillors on a complaint received from a member of the public who had received a parking ticket for overstaying the time limit. The complainant had been informed that the responsibility for this was with the management company contracted to manage the site.

The meeting finished at 10.00pm

Chairman

Date