



**CHURCH MINSHULL PARISH COUNCIL  
MINUTES OF THE MEETING HELD ON TUESDAY 03 SEPTEMBER 2019**

**PRESENT:**

Cllr Brian Charlesworth (Chairman), Cllr Tim Boote, Cllr Nigel Lewis and Cllr Mark Smith

**IN ATTENDANCE:**

Borough Cllr Sarah Pochin and three members of the public

**19/69 APOLOGIES FOR ABSENCE**

19/69.1 Cllrs Groos, Parton and Schiller

**19/70 DECLARATIONS OF INTEREST**

19/70.1 None.

**19/71 PUBLIC PARTICIPATION**

19/71.1 Councillors received a report about falling masonry from the bridge over the River Weaver on Cross Lane. Borough Cllr Pochin agreed to report this to the Borough Council.

**19/72 MINUTES OF THE MEETING HELD ON 02 JULY 2019**

19/72.1 RESOLVED – that the minutes of the meeting be approved and signed by the Chairman as a true and correct record.

**19/73 BOROUGH COUNCILLOR'S REPORT**

19/73.1 Borough Cllr Pochin raised the issue of the Government's decision to review the whole HS2 project and the news that, notwithstanding this review, the project would be delayed by five years.

**19/74 PLANNING**

19/74.1 RESOLVED – that the Council responds to the planning applications as set out below:

<b>Application</b>	<b>Proposal</b>	
19/3416N	Listed building consent for alterations to domestic garage/store to provide first floor home office at Old House, Nantwich Road, Church Minshull	No comments – agreed by email owing to deadline
19/3451N	Alterations to domestic garage/store to provide first floor home office at Old House, Nantwich Road, Church Minshull	No comments – agreed by email owing to deadline
19/3664N	Demolition of an existing garage/workshop and the erection of a new 2 bedroomed dormer bungalow over the footprint at Beech House, Nantwich Road, Church Minshull	Objection
19/3865N	Listed building consent for demolition of an existing garage/workshop in the curtilage of a grade II listed building Beech House, Nantwich Road, Church Minshull	Objection

**19/75 SITE ALLOCATIONS AND DEVELOPMENT POLICIES DOCUMENT (SADPD)**

19/75.1 The Borough Council had published this document for consultation. The SADPD had been prepared to support the policies and proposals of the existing Local Plan Strategy by providing additional policy detail. It included non-strategic planning policies and site allocations. The Neighbourhood Development Plan Group had been requested to consider the document and provide any necessary comments.

RESOLVED – that the Clerk be authorised to submit the response prepared by the Neighbourhood Development Plan Group, on behalf of the Council.

**19/76 TRAFFIC MANAGEMENT**

19/76.1 Following the discussion at the previous meeting, the Clerk gave details of the response from Delphic Lorries. This response stated that the drivers had been advised to drive with particular caution along Minshull Lane, not exceeding 30mph and giving way to other road users.

**19/77 VILLAGE IMPROVEMENTS**

19/77.1 Cllr Lewis provided an update on the potential schemes to utilise the funding available for Village Improvements. He would be working with Cllr Schiller on a range of options to be published on the website for public consultation.

**19/78 NEIGHBOURHOOD PLAN**

19/78.1 Following the approval of the Plan at the previous meeting, the Borough Council had undertaken the Regulation 16 consultation, which had finished in August. The next stage was the appointment of an Independent Examiner.

**19/79 REPORT FROM MEETINGS**

19/79.1 Police Cluster Meeting

The Chairman provided an update from the recent Police Cluster meeting. In Church Minshull, there had been three reported incidents; one assault, one malicious communication and one burglary.

**19/80 FINANCE REPORT**

19/80.1 The Council considered the finance report which provided a bank reconciliation, budgetary analysis and an end of year projection. Councillors discussed the relatively large amount of reserves currently held by the Council and would consider options for these at the next meeting.

19/80.2 Payments

RESOLVED – that the following payments be authorised:

Payee	Reason	Cheque	Total	VAT	Net
Church Minshull Village Hall	Room Hire	100757	24.00	4.00	20.00
Mark Robinson	Salary & Expenses	100758	379.12		379.12
HMRC	PAYE Q2	100759	247.20		247.20
JDH Business Services	Internal Audit	100760	147.72	24.62	123.10

19/80.3 Internal Audit

The internal audit 2018/19 had been concluded and the auditor had confirmed that on the basis of the internal audit work carried out, in their view the Council's system of internal controls was in place, adequate for the purpose intended and effective, subject to the recommendation below- "The correct value of the fixed assets should be disclosed in the Accounting Statement." The figure was incorrect in the Statement

therefore this recommendation was supported.

The Council had previously certified itself as exempt from a Limited Assurance Review. The period by which interested parties could have requested such a Review had passed therefore the Audit of the 2018/19 Accounts was complete.

RESOLVED – that the Internal Audit report be adopted and the response to the recommendation be approved.

19/80.4 Bank Signatories

RESOLVED – that Cllr Lewis be added to the list of bank signatories.

**19/81 CLERK'S REPORT**

19/81.1 Complaints Policy

The Clerk had circulated the draft Complaints Policy, which would be considered for adoption at the next meeting.

19/81.2 Web Content Accessibility Guidelines

The Clerk outlined the requirements set out in these guidelines, which were mandatory for public sector websites from September 2020. The Clerk would discuss these with the website provider to ascertain the current compliance and extent of any remedial works to ensure compliance.

19/81.3 Cheshire Association of Local Councils

The AGM would be held on 24 October 2019.

**19/82 DATE OF NEXT MEETING**

19/82.1 It was suggested that the date of the next meeting be moved as this clashed with Bonfire Night.

RESOLVED – that, subject to room availability, the next meeting be held on Monday 04 November 2019.