

**CHURCH MINSHULL PARISH COUNCIL**  
**MINUTES OF THE VIRTUAL MEETING HELD ON TUESDAY 01 SEPTEMBER 2020**

**PRESENT:**

Cllr Bob Schiller (Chairman), Cllr Tim Boote, Cllr Brian Charlesworth, Cllr Nigel Lewis, Cllr Robert Parton and Cllr Mark Smith

**IN ATTENDANCE:**

One representative from Cheshire Community Action and one representative from the Village Hall Committee.

**20/027 APOLOGIES FOR ABSENCE**

20/027.1 Cllr Groos

**20/028 DECLARATIONS OF INTEREST**

20/028.1 None

**20/029 MINUTES OF THE MEETING HELD ON 07 JULY 2020**

20/029.1 RESOLVED – that the minutes of the meeting be approved and signed by the Chairman as a true and correct record.

**20/030 VILLAGE HALL REDEVELOPMENT**

20/030.1 Councillors were reminded that the Parish Council owned the Village Hall, but all management aspects were delegated to the Village Hall Committee. Although the Hall had been updated it was considered that it only had limited time left therefore it was time to consider a full redevelopment.

20/030.2 Cheshire Community Action (CCA) provided details of how they could support such a redevelopment. The Community Building Network provided advice to support trustees on the day to day operation of halls and, of particular relevance, funding opportunities. Providing guidance on developing community engagement was a major part of their remit. They could also assist with setting up engagement questionnaires and providing independent analysis to provide the results. CCA would act as a 'critical friend' throughout the process.

20/030.3 The Village Hall was extremely well used and it was planned that it would reopen shortly. There had been a number of improvement projects over the past few years, such as the internal refurbishment, but with problems with the floor in particular, it only had a limited lifespan.

20/030.4 Councillors discussed the adjacent BT land noting that this would be unlikely to be available for the project. Although CCA agreed to review this. Part of the community consultation exercise would be to ascertain whether there were other facilities that could be incorporated into the newly developed Village Hall. The timeframe for such a development was 2-5 years and grant funded schemes, such as this one, were usually relatively straightforward. CCA advised they had no experience with obtaining grant funding for a temporary replacement building but would investigate this, as the Hall was so well used.

20/030.5 It was considered that there were five stages to the development –

- i. Consultation/engagement with community, stakeholders, Parish Council, trustees, users etc.
- ii. Decision as to requirements – designer to develop proposals and development of business plan
- iii. Approach the funding bodies
- iv. Planning application

v. Build.

20/030.6 The monies for a designer were usually provided by the applicants but CCA would check this as the Lottery Funding had previously provided monies for feasibility studies. CCA would provide support with developing the Business Plan. They would also support with template questionnaires and the use of SurveyMonkey.

20/030.7 It was agreed that a Steering Committee be established to take this project forward. The membership would comprise Rob Jones (Village Hall Committee), Tim Boote (Parish Council) and a number of community representatives.

**20/031 FINANCIAL REGULATIONS**

20/031.1 Councillors reviewed the revised Financial Regulations.

RESOLVED – that the Financial Regulations be approved as submitted.

**20/032 COVID-19 ACTIONS**

20/032.1 These had now largely come to an end. The phone had not been used recently, therefore, it was felt that there was not the requirement for a dedicated 0800 number at this moment in time. Although this would be kept under review.

20/032.2 It was noted that £610.00 had been spent on Covid related issues.

RESOLVED – that the £610.00 spent on Covid issues be reimbursed.

**20/033 CORRESPONDENCE FROM EDWARD TIMPSON MP**

20/033.1 Councillors noted the responses following their discussions with Edward Timpson MP, which covered highways, flooding and funding for village hall projects. A response would be sent thanking the MP for his support.

20/033.2 Councillors had hoped to discuss the highways and flooding issues with the Borough Councillor. Concern was expressed that no progress had been made regarding the flooding and highways issues that had been raised with the Borough Council for well over a year and the letter provided to the MP had also provided no assurance on this matter. The Chairman would raise this with the MP and the Clerk would contact the Borough Council's Cabinet Portfolio holder for Highways.

**20/034 FLOODING**

20/034.1 This had been discussed as part of the previous item.

**20/035 HIGHWAYS**

20/035.1 The Chairman advised that Cllr Groos was investigating issues along Minshull Lane with a view to providing a response to the next meeting. Correspondence outlining the outstanding highways issues in the village had been forwarded to the Borough Councillor and Chief Officer at the Cheshire Association of Local Councils.

20/035.2 It was noted that the travellers who had been camped alongside Minshull Lane had moved on.

**20/036 VILLAGE IMPROVEMENTS**

20/036.1 Cllr Lewis provided an update regarding the proposed schemes. A site had been identified for tree planting and a further site was identified at the meeting.

RESOLVED – that the Council approves the purchase of trees up to a cost of £300.

20.036.2 Councillors discussed the provision of mobility gates on the footpath to Old Hoolgrave Farm. A quote had been received for supply and installation at a cost of £965.00 (excluding VAT).

RESOLVED – that the Council accepts this quote and authorises the provision of the mobility gates as set out.

20/036.3 The installation of a wooden planter opposite the Village Hall was also discussed, although there was uncertainty regarding the ownership of this land.

## 20/037 WEBSITE

20/037.1 Cllr Lewis advised that there would be a delay with the provision of the ThenMedia new platform, which would now be ready in 2021.

20/037.2 ThenMedia had tested the site against the requirements of the Web Content Accessibility Guidelines, which was deemed partially compliant. It was noted that the new platform would be fully compliant.

RESOLVED – that the agreement of the Website Accessibility Statement be delegated to the Clerk, in consultation with the Chairman and Vice-Chairman.

## 20/038 FINANCE REPORT

20/038.1 The Finance Report provided details of a bank reconciliation, end of year projection and budgetary analysis.

20/038.2 Payments

RESOLVED – that the following payments be authorised:

Payee	Reason	Total	VAT	Net
Then Media*	Website	£349.32	£58.22	£291.10
Mark Robinson	Salary and Expenses	£541.46	£2.40	£539.06
HMRC	PAYE Q2	£129.20		£129.20
Pryce Jones	Website (monthly standing order)	£50.00		£50.00

\* retrospective ratification following agreement by Chairman and Vice-Chairman

## 20/039 DATE OF NEXT MEETING

20/039.1 Tuesday, 03 November 2020.