

**Minutes of the Ordinary Meeting, at the Memorial Hall, Kettleshulme  
Monday 20 October 2014 at 7.30pm**

**Councillors in attendance:** Clive Greenwood (CG), Cheryl Greenwood (CBG), Tony Sheldon (TS), Victoria Greenwood (VG) and Jo Butler (JB)

**Parish Clerk:** Paul Harris

1.	<b>Apologies for Absence</b> Apologies for absence were received from Cllr Bill McQuinn, and Cllr Ian Pulley.	
2.	<b>Declarations of Interest</b> None received	
3.	<b>Public Forum</b> No members of the public were in attendance	
4.	<b>To note any correspondence received</b>  <b>Noted</b> The Council received notification of Cheshire East Council's new street naming suggestion scheme.  The Parks for People Funding – this was discussed, the Council did not own the park and ongoing maintenance was not covered by the scheme.  Kettleshulme Village Table Tennis Club was to start from 6 November 2014 fortnightly until 23 <sup>rd</sup> April 2015.  The Rose Queen Committee had offered a donation of £400 to help fund the Table Tennis Club.  An update from Cheshire East Council on the progress of examination and adoption of the Local Plan.	
5.	<b>To agree as a true record the minutes of the Ordinary Meeting of the Parish Council held on Monday 15<sup>th</sup> September 2014</b>  <b>Resolved</b> <b>That the minutes of the Ordinary Meeting of the Parish Council held on Monday 15<sup>th</sup> September 2014 were agreed as a true record.</b>	
6.	<b>To Approve and Accept the Annual Return</b>  <b>Resolved</b> <b>That the Annual Return received back from the External Audit be accepted and approved.</b>	

	5 votes <b>FOR</b>	
7.	<p><b>To consider the Issues Arising Report from the Audit Year Ending 31 March 2014 and agree an action plan</b></p> <p>The issues report was discussed. An issue raised in the report regarding Fidelity Insurance had been resolved as the Council had spent money previously held for the renovation work on the windows thereby bringing the reserves in line with the amount of cover held by the Council. An issue regarding comparative figures in section 1 of the Annual Return was flagged up. This did not affect the balance carried forward into the current year. The Clerk would look into this matter and report back to the Council.</p> <p><b>Noted</b>      <b>The issues report submitted by the External Auditor was noted by the Council.</b></p>	PH
8.	<p><b>To Consider Planning Applications Received</b></p> <p>None received</p>	
9.	<p><b>Parish Member appointments to the National Park Authority</b></p> <p>A consultation letter from the Peak District National Park was discussed. This related to the arrangements for the appointment of Parish Members to the Authority. The Parish Council did not wish to comment.</p>	
10.	<p><b>To receive a report from the Entertainment Group</b></p> <p>It was reported that “Old Herbaceous” was appearing on 25 October. So far poor sales of 21 tickets sold. A reminder would be circulated to try to increase these sales. The next big event was the Bier Keller on 15 November. Tickets were on sale and limited to 80 persons. The Christmas Fair was 29 November at 14:00pm, Mulled wine would be available. The Christmas Draw was set for 9 December 2014 at 19:30pm; draw tickets had been ordered and sold around the village.</p> <p>The Spring Rural Arts menu had been received and the Entertainment Group was looking at various music options which needed to be chosen by 10 November.</p> <p>16 May 2015 “The Fire Walkers” country and western night had been booked.</p> <p>It was reported that the Jackson Cup needed to be engraved.</p> <p><b>Resolved</b>      <b>That the Council pays to have the Jackson Cup engraved.</b></p>	CBG

11.	<p><b>Hall Lettings and promotion of the Village Hall</b> Councillors noted the following Hall bookings:</p> <p>During October there were 9 sessions of Pilates plus 1 1-1 Pilates Class, 1 booking for the WI and 1 Local History Society booking. On 25 October there was “Old Herbaceous” appearing at the Village Hall.</p> <p>Regarding promotion, the Caretaker was placing postcards in shop windows.</p>	
12.	<p><b>Equipment Hire Agreement and return of keys</b></p> <p>The issue regarding keys had been resolved; there was a question whether a group had 1 key or 2 keys. The Clerk would check this and inform the Chairman.</p> <p>The Equipment Hire Agreement was ongoing.</p>	<p>PH CG</p> <p>VG CG</p>
13.	<p><b>To discuss Health &amp; safety / risk assessment items</b></p> <p>a. Defibrillator</p> <p>It was reported that there was a three week wait for delivery of the defibrillator cabinet. But the defibrillator was expected to be installed by Christmas.</p> <p>b. First aid course.</p> <p>Regarding the First Aid Course both CPR and use of the Defibrillator would form part of the training. Dates would be requested and offered to Councillors and Residents as appropriate.</p> <p>c. Other items of concern</p> <p>None were raised.</p>	<p>CBG</p>
14.	<p><b>To approve Highways and Maintenance Sub-committee recommendations</b></p> <p>It was reported that the sub-committee met on 29 September 2014. Cllr BH McQuinn chaired the meeting but stepped down at the end of the meeting. Cllr I Pulley was appointed the new Chair.</p>	
<b>Resolved</b>	<b>That the minutes of the Highways and Maintenance Sub-committee held on 29 September 2014 be accepted and the</b>	

	<b>actions approved.</b>																																					
15.	<p><b>To raise and discuss maintenance issues in the village</b></p> <p>The majority of issues had already been discussed under item 14.</p> <p>It was reported that the Parish Council Notice Board on Paddock Lane had been blocked and the Resident on whose land the Notice Board is sited would like it removed. A quotation for removing and relocating the Notice Board would be obtained for the next meeting. At the next meeting it would also be discussed where the Notice Board should be relocated.</p> <p style="text-align: right;"><b>Refer to next meeting</b></p>																																					
16.	<p><b>To receive and consider quotations for Village Hall maintenance</b></p> <p>This item was considered under item 17.</p>																																					
17.	<p><b>To receive a report from the Village Hall Enhancement Working Party</b></p> <p><b>Noted</b> That the deadline for the WREN application had been brought forwards to 22 October 2014. The quotation used in the application was £4939.75 for the kitchen units, £2000 to fit. Thereby £6939.75 in total. The application would ask for £5500 from WREN.</p>	CG																																				
18.	<p><b>Finance</b></p> <p>a). <u>Cheques to be authorised by the Council</u></p> <p><b>Resolved</b> That the following cheques and payments be authorised:</p> <table style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 150px;">1913</td> <td>Cleaning</td> <td style="text-align: right;">£61.60</td> </tr> <tr> <td>1914</td> <td>Window Cleaning</td> <td style="text-align: right;">£17.50</td> </tr> <tr> <td>1915</td> <td>Fire Extinguisher Testing</td> <td style="text-align: right;">£186.02</td> </tr> <tr> <td>1916</td> <td>External Auditor Fee</td> <td style="text-align: right;">£162.00</td> </tr> <tr> <td>1917</td> <td>Payroll</td> <td style="text-align: right;">£27.00</td> </tr> <tr> <td>1918</td> <td>Printing, Stamps and Envelopes Expenses</td> <td style="text-align: right;">£8.57</td> </tr> <tr> <td>1919</td> <td>Clerk Salary</td> <td style="text-align: right;">£220.00</td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td colspan="3">Direct Debits</td> </tr> <tr> <td>14.10.2014</td> <td>United Utilities</td> <td style="text-align: right;">£28.84</td> </tr> <tr> <td>21.10.2014</td> <td>Opus Gas</td> <td style="text-align: right;">£32.47</td> </tr> <tr> <td>24.10.2014</td> <td>Opus Electricity</td> <td style="text-align: right;">£24.63</td> </tr> </tbody> </table>	1913	Cleaning	£61.60	1914	Window Cleaning	£17.50	1915	Fire Extinguisher Testing	£186.02	1916	External Auditor Fee	£162.00	1917	Payroll	£27.00	1918	Printing, Stamps and Envelopes Expenses	£8.57	1919	Clerk Salary	£220.00				Direct Debits			14.10.2014	United Utilities	£28.84	21.10.2014	Opus Gas	£32.47	24.10.2014	Opus Electricity	£24.63	
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	<p>Income Received</p> <p>Whaley Bridge Band £60.00 Kettleshulme Entertainment Committee £81.60 (RE Bollington Brewery Co) Kettleshulme St James Primary School £120.00</p> <p>Bank Statements</p> <p>Current a/c as at 30<sup>th</sup> September 2014 £10,095.23 Reserve a/c (no recent statement received) £84.29 Renovation a/c (unconfirmed) £2137.24</p>	
19.	<p><b>To begin planning the Budget 2015/2016</b></p> <p>A report was presented to the Council. It was recognised that there had been an increase in costs during the year. The Clerk's salary had increased and this was to come out of the precept. Overheads had also increased. Councillors were asked to read through the report and come back with thoughts for the next meeting.</p> <p>It was understood that the kitchen refurbishment was dependent upon successfully getting the WREN grant. Grant money and hire charges should not be included in setting the precept as these were variables that could not be relied upon. The Clerk was asked to produce three scenarios for consideration.</p> <p style="text-align: right;"><b>Refer to next meeting</b></p>	PH
20.	<p><b>To discuss arrangements for Remembrance Day</b></p> <p>It was reported that a road closure between 10:30 and 11:30 was in place for Macclesfield Road outside the Village Hall and the Memorial. Arrangements for obtaining wreaths and crosses were discussed. Tea and coffee would be provided after the Act of Remembrance.</p>	CBG
21.	<p><b>To Approve a Kettleshulme Community Resilience Plan</b></p> <p>Councillor Clive Greenwood reported that this would be finalised at the next meeting.</p>	CG BM
22.	<p><b>Village Newsletter</b></p> <p>Cllr V Greenwood presented a draft newsletter to the Council. There were a couple of items to finish and it would then be passed to Cllr Cheryl Greenwood for distribution by email. A</p>	VG CBG

	copy would be placed on the Notice Board and hard copies made available for those requiring them.	
23.	<p><b>Items for future meetings</b></p> <p>Dial a Ride  Village Notice Board and quotation for repositioning  Window Cleaning Quotation  Budget/ Precept  Curtains</p>	
24.	<p><b>Items for information</b></p> <p>Cllr Cheryl Greenwood mentioned Dial a Ride in Whaley Bridge was a Council run service and asked for an item to come to the next meeting.</p> <p>An issue regarding cars parking at the end of Side-end was raised.</p> <p>The Chairman met with David Rutley MP to ask for something to be done regarding Reed Bridge, 30 mile an hour limit through the village and traffic calming. A letter had been received from David Rutley mentioning comprehensive responses would be provided in due course. Highways have said they would put some monitoring in place to get some traffic data.</p>	
25.	<p><b>Date &amp; Time of Next Meeting</b></p> <p>Monday 17<sup>th</sup> November 2014 at 19:30pm</p>	

The meeting concluded at 9:30pm