

Kettleshulme Parish Council

2015

**Minutes of the Annual Meeting of Kettleshulme Parish Council, at the Memorial Hall,
Kettleshulme
Monday 15th June 2015 at 7.30pm**

Councillors in attendance: Jo Butler (JB), Rachel Blood (RB), Victoria Coward (VC), Sara Geary (SG), Ian Pulley (IP), Roslyn Siddall (RS) and Grant Summers (GS), Howard Murray (HM).

Acting Parish Clerk: Victoria Coward

1.	Apologies for Absence Apologies for absence were received from Cllr J Saunders (Cheshire East Council)	
2.	Declarations of Interest None received	
3.	Public Forum 2 member of the public was present. 1. Councillor contact details being made available on the Parish Notice Board. 2. Progress of the Village Hall kitchen refurbishment was enquired about.	
4.	To note any correspondence received Noted 2 x Invoices from ASC Window Cleaners G. Wild regarding continuing maintenance of the Hall Gardens Les George Memorial Award HMRC Paying In Book	
5.	To agree as a true record the minutes of the Ordinary Meeting of the Parish Council held on Monday 11th May 2015 Resolved That the minutes of the Ordinary Meeting of the Parish Council held on Monday 11 th May 2015 were agreed as a true record.	
6.	To agree as a true record the minutes of the Ordinary Meeting of the Parish Council held on Monday 2nd June 2015 Resolved That the minutes of the Ordinary Meeting of the Parish Council held on Monday 2 nd June 2015 were agreed as a true record.	
7.	To Consider Planning Applications Received None received	
8.	Neighbourhood Planning – Adele Metcalf Adele Metcalf gave a talk on the process of designation of a	

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<p>NOTED</p>	<p>Neighbourhood Area and production of a Neighbourhood Plan for the Parish with the Peak District National Park</p> <p>Details can be found on: http://www.peakdistrict.gov.uk/planning/community-led-planning/neighbourhood-planning</p> <p>Item deferred for consideration at a later date</p>	
<p>9.</p> <p>RESOLVE D</p>	<p>Committees, Sub-Committees & Working Parties Existing Working parties were reviewed and was suggested to set up new working parties to deal with ongoing areas within the village.</p> <p>That the new Working Parties be set up.</p> <p>All voted FOR</p> <p>Facilities & Infrastructure – to deal with the following areas including (but not limited to):</p> <ul style="list-style-type: none"> • Highways • Footpaths • Street-lighting • Signs • Drop Curbs <p>Members: Cllr Sara Geary, Cllr Grant Summers, Cllr Ian Pulley</p> <p>Community Events – to provide and facilitate events and to provide entertainment and activities for the community to participate in and enjoy.</p> <p>Members: Cllr Jo Butler, Cllr Ros Siddall, Cllr Rachel Blood</p> <p>Members of the public may be invited to join the new working parties.</p>	
<p>10.</p> <p>NOTED</p>	<p>Receive Nominations and make nominations to any Committee, Sub-Committee or Working Party Jacksons Cup Judging – the following councillors will be judging at noon on Saturday 27th June:</p> <ul style="list-style-type: none"> • Cllr Sara Geary • Cllr Grant Summers • Cllr Rachel Blood – if available <p>The Winner will be announced at the Village Fete/Rose Queen on the 4th July</p> <p>It was suggested the individuals on the Parish Council email list be emailed to determine whether they would like to continue to be on this email with details of parish council activities/events.</p> <p>Ideas on collecting more email address for people who would also like</p>	

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	to receive Parish council information – possibly an opt in section on the website or an alternative method for people without internet access such as a newsletter or flyers for events.	
11	To receive a report from the Entertainments Committee Jimmey Rae and the Firewalkers make a profit	
12.	<p>Hall Lettings and promotion of the Village Hall</p> <p>Councillors noted the following Hall bookings: June:</p> <ul style="list-style-type: none"> • 8 Pilates Bookings • 4 Whaley Bridge Band Bookings • 2 W/I Bookings • Church Afternoon Tea Booking • Kettleshulme PTA Booking • South West Peak Roadshow Booking <p>RB suggestion of promoting the hall as a wedding venue. IP mentioned that parking was still an issue – would it be possible to advertise the use of the School car park out of school hours SG enquired about whether the Swan may be interested in being paid to catering for certain hall events</p> <p>Add to next months agenda</p> <p>Kettleshulme School PTA are having a meeting, price to be charged at £10</p> <p>All voted FOR</p>	
NOTED		
RESOLVED		
13.	Equipment Hire Agreement Deferred to next meeting	
14	Table Tennis Club – update RB will look into the cost of weatherproof table tennis tables for storage whilst other events are taking place inside he village hall	
15	To discuss Health & safety / risk assessment items a. Defibrillator Sign have been obtained and positioned in the following locations: School Garden Centre The Swan Inn	

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	<p>A location for the triangular sign has yet to be determined. The phone box is a possibility, JB will look into this.</p> <p>b. First Aid Course First aid courses have been provisionally booked pending there are enough people to fill the dates.</p> <p>c. PAT Testing – VC will look into how often this is required and when it is next due for testing</p> <p>d. Fixed Electrical Testing – VC will look into how often this is required and when it is next due for testing.</p> <p>e. Health & Safety Risk Assessment – deferred to the next meeting</p> <p>f. Other items of Concern – None</p>	
16	<p>Community Speedwatch RS is in contact with an individual regarding the community speedwatch and will be discussed at a later date.</p> <p>Deferred to next meeting</p>	
17	<p>Dog Fouling It was mentioned that it may be a good idea to draft a letter regarding dog fouling in the village. Deferred to the next meeting.</p>	
18	<p>To raise and discuss maintenance issues in the village An issue with the Village Hall stage extension being made permanent was raised and may need looking into in more detail</p> <p>The items raised by the Caretaker Alan Boothy have been looked at and are in hand.</p> <p>Village maintenance has been deferred to the next meeting so the Facilities and Infrastructure Working Party has had a chance to do an initial assessment.</p>	
19	<p>Kitchen Refurbishment in the Village Hall IP reported that the grant has been approved following our payment and the price is fixed. The design can be changed if need be. The Parish Council have 12 months in which to complete the project. The council will have to fund the project initially until we receive the grant and pay for the excess over and above the amount covered by the grant.</p> <p>Frequent users of the village hall should be asked is the current design is sufficient for their needs – RB to carry this out</p>	

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	Ideas need to be considered on how to raise the money to pay for the costs not covered by the grant.																
20	<p>Recruitment of a New Clerk The job advert for the new clerk has been amended according to Jackie Weavers recommendations regarding putting the pay scale on the advert.</p> <p>JB will email Jackie Weaver so the advert can be posted on the CHALC website</p>																
21	<p>Parish Council Website/Social Media VC will scan and publish the remaining information missing off the website and contact Alan about changing his email address.</p>																
22	<p>Village Newsletter/Email Deferred to the next meeting</p>																
23	<p>Cleaner Vacancy JB will look into the previous pay and responsibilities so an advert can be put up in Whaley Bridge</p>																
24	<p>Parish Council Noticeboard It has been mentioned that the Parish Council Noticeboard needs relocating and is in need of refurbishment.</p> <p>Deferred to the next meeting</p>																
25	<p>To receive and report from the Internal Auditor All documentation has been received and is ready to be send to the external auditors.</p>																
26	<p>Finance a. Cheques to be authorised by the Council</p> <p>That the following cheques and payments be authorised:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;">1970</td> <td style="width: 70%;">Ian Pulley – Community Heartbeat</td> <td style="width: 20%; text-align: right;">£126.40</td> </tr> <tr> <td>1971</td> <td>G. Wild – Land Drainage Agricultural Contractor</td> <td style="text-align: right;">£60.00</td> </tr> <tr> <td>1972</td> <td>Whaley Bridge Parish Council – Newsletter Advert</td> <td style="text-align: right;">£49.00</td> </tr> <tr> <td>1973</td> <td>ASP Window Cleaner</td> <td style="text-align: right;">£52.50</td> </tr> <tr> <td>1974</td> <td>HMRC</td> <td style="text-align: right;">£126.40</td> </tr> </table>	1970	Ian Pulley – Community Heartbeat	£126.40	1971	G. Wild – Land Drainage Agricultural Contractor	£60.00	1972	Whaley Bridge Parish Council – Newsletter Advert	£49.00	1973	ASP Window Cleaner	£52.50	1974	HMRC	£126.40	
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	<p>Direct Debits</p> <p>24.06.2015 Opus Energy – Gas £83.48</p> <p>24.06.2015 Opus Energy – Electricity £50.21</p> <p>Income Received – Information unavailable at this time</p> <table border="1" data-bbox="323 477 1345 633"> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </table> <p>b. Bank Statement – Information unavailable at this time</p> <p>Current a/c as at 30th June 2015 £</p> <p>Reserve a/c as at 30th June 2015 £</p> <p>Renovation a/c as at 30th June 2015 £</p>					
27	<p>Items for future meetings</p> <p>Key Register</p> <p>Caretaker Role & Responsibilities – Charitable Donation</p> <p>Reinstatement of the Fell Race</p>					
28	<p>Items for information</p> <p>An enquiry was made after the Parish Council Meeting Minutes from the year 1949</p>					
29	<p>Date & Time of Next Meeting</p> <p>Tuesday 21st July 2015 – Extra Ordinary Meeting</p> <p>Monday 17th August 2015 – Ordinary Meeting</p>					

The meeting concluded at 10:45pm