

**Minutes of the Ordinary Meeting at 7:30pm  
Monday 20<sup>th</sup> November 2023.**

**Councillors in attendance:** Derek Heiron (DH), Charlie Blood (CB), Jo Butler (JB), Ian Pulley (IP), Victoria Coward (VC), Rachel Blood (RB), Alex Baker (AB), Jos Saunders (CE-JS)

**Parish Clerk:** Michelle Andrew (MA)

<b>1.</b>	<b>Apologies for Absence.</b>	
<b>Noted</b>	Hayley Whitaker (CE-HW)	
<b>2.</b>	<b>Declarations of interest.</b>	
	None.	
<b>3.</b>	<b>Public Forum.</b>	
	No members of the public present.	
<b>4.</b>	<b>To discuss updates on possible improvements to the playground on the village field with Cheshire East Councillors and ANSA.</b>	
<b>All Noted</b>	<p>Matt Smith from ANSA was present at the meeting to share an update. He confirmed that he now has approval from Cheshire East Council to work alongside Kettleshulme &amp; Lyme Handley Parish Council on a grant application. He believes that the most suitable grant to apply for is the National Lottery Community open space grant. The grant, if successful, would encompass the whole area of the field i.e. new benches and pathway, as well as new playground equipment. The next steps are for ANSA to submit an expression of interest in a grant application. ANSA would produce a concept of what is possible in the space available with some sample images. These would then form part of a consultation sent out to the village and school community. Parish Councillors are aiming to have the consultation available by the end of January and expect it to be open for a 4-week period.</p> <p>One additional point that Matt Smith made was to be aware of the Cheshire East Green Spaces Maintenance Review currently open for consultation. Under the review, the village field has been categorised as a Rural Open Space with low amenity. This would mean that the grass cutting schedule would reduce to 1-2 annually, the hedges would be maintained ad hoc subject to 'prioritisation of resources available', and hard surfaces i.e. pathways would have no maintenance. Therefore, whilst the maintenance of any new play equipment would not be included in the review, maintenance of the rest of the field space would be.</p>	

<p>5.</p> <p><b>All Noted</b></p>	<p><b>Additional feedback and information sharing with Cheshire East Councillors.</b></p> <p>CE-JS asked if the school had decided on which of the traffic calming measures they wished to go ahead with. RB shared these options with the Parish Council as 1. Zig-zag lines outside the school, 2. Yellow lines and a slow sign on approach to the school, 3. A car activated child crossing sign. RB pointed out that there are already zig-zag lines outside the school and a slow sign at either end of the village, however one of these stopped working a few years ago due to the floods and has not been fixed since. RB is going to ask if the existing slow sign can be repaired and liaise with the school about the car activated child crossing sign possibly being the best option.</p> <p>Parish Councillors shared with CE-JS about a poster that had been received by residents from David Rutley MP. The poster focused on projects Cheshire East are rolling out in Poynton and Parish Councillors and residents alike deemed this insensitive due to the struggles that Kettleshulme &amp; Lyme Handley regularly have with getting help from Cheshire East.</p>																				
<p>6.</p>	<p><b>PCSO comments.</b></p> <p>PCSO was not in attendance at the meeting.</p>																				
<p>7.</p> <p><b>Approved</b></p>	<p><b>To agree as a true record, the minutes of the Ordinary Meeting of the Parish Council held on Monday 16<sup>th</sup> October 2023.</b></p> <p>Approved 4 FOR.</p>																				
<p>8.</p> <p><b>Approved</b></p>	<p><b>Finance.</b></p> <p><b>a. Payments to be authorised by the council.</b></p> <p><b>BACS</b></p> <table border="1" data-bbox="336 1498 1265 1883"> <tr> <td>Clerk Salary November</td> <td>£ 197.42</td> </tr> <tr> <td>Clerk Expenses – Stamps, Envelopes, Labels</td> <td>£ 191.24</td> </tr> <tr> <td>Morgan Fire Protection – Fire Extinguisher Tests</td> <td>£ 201.81</td> </tr> <tr> <td>L Smallwood – Cleaning</td> <td>£ 60.00</td> </tr> <tr> <td>Mottram Gardens – Gardener</td> <td>£ 40.00</td> </tr> <tr> <td>J Butler Expenses – Christmas Fair</td> <td>£ 40.16</td> </tr> <tr> <td>J Butler Expenses – Bowls &amp; Plates</td> <td>£ 264.00</td> </tr> <tr> <td>I Pulley Expenses – Replacement Flag</td> <td>£ 108.60</td> </tr> <tr> <td>I Pulley Expenses – Defib Pad Replacements</td> <td>£ 73.59</td> </tr> <tr> <td><b>Total</b></td> <td><b>£ 1,176.82</b></td> </tr> </table> <p><b>7 FOR</b></p>	Clerk Salary November	£ 197.42	Clerk Expenses – Stamps, Envelopes, Labels	£ 191.24	Morgan Fire Protection – Fire Extinguisher Tests	£ 201.81	L Smallwood – Cleaning	£ 60.00	Mottram Gardens – Gardener	£ 40.00	J Butler Expenses – Christmas Fair	£ 40.16	J Butler Expenses – Bowls & Plates	£ 264.00	I Pulley Expenses – Replacement Flag	£ 108.60	I Pulley Expenses – Defib Pad Replacements	£ 73.59	<b>Total</b>	<b>£ 1,176.82</b>
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<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Approved Action</b></p>	<p><b>Cheques</b> None issued or waiting to be cashed.</p> <p><b>b. Bank Statement Reconciliation.</b></p> <p>Bank accounts at the end of October <b>2023</b></p> <table border="0"> <tr> <td>Current Acc</td> <td>£11,778.89</td> </tr> <tr> <td>Reserve Acc</td> <td>£25,182.35</td> </tr> <tr> <td><b>TOTAL =</b></td> <td><b>£36,961.24</b></td> </tr> </table> <p><b>Direct debits paid in September 2023</b></p> <table border="1"> <tr> <td><b>Opus Electricity</b></td> <td>£ 105.54</td> </tr> <tr> <td><b>BT Broadband</b></td> <td>£ 36.04</td> </tr> <tr> <td><b>Water Plus</b></td> <td>£ 27.95</td> </tr> </table> <p>Clerk provided Parish Councillors with a draft Budget 2024/25 which highlighted the forecast shortfall for the year. Taking this into consideration, Councillors agreed that the Parish Precept request for 2024/25 should be £12,175. This will result in a slight increase (approx. 3%) to Council Tax Band D payments, however, remains significantly lower (approx. 30%) than 2022/23 (prior to the amalgamation between Kettleshulme &amp; Lyme Handley). <b>APPROVED 7 FOR.</b> Clerk will now email the Precept request form to Cheshire East Council.</p>	Current Acc	£11,778.89	Reserve Acc	£25,182.35	<b>TOTAL =</b>	<b>£36,961.24</b>	<b>Opus Electricity</b>	£ 105.54	<b>BT Broadband</b>	£ 36.04	<b>Water Plus</b>	£ 27.95	
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<p><b>9.</b></p> <p><b>All Noted</b></p>	<p><b>To discuss maintenance of the defibrillator at the Village Hall.</b></p> <p>Councillor IP notified the council that when he came to run a routine check on the defib on November 7<sup>th</sup> it was apparent that it had been used however he had not received any correspondence about this. He emailed Circuit on the 8<sup>th</sup> about this. RB received a courtesy phone call from a police officer on the 9<sup>th</sup> informing her that the defib had been required for an incident the previous weekend. IP received an email reply from Circuit on the 16<sup>th</sup> stating they had not received any information about the defib being used, then a further email on the 17<sup>th</sup> stating they had now been notified by North West Ambulance of the use. Councillors were concerned that there was a 2-week period between the use of the defib and notification from Circuit where, had IP not checked on the unit, the defib would have been out of service. IP had in the meantime restored the defib to working order by resetting the battery and replacing the pads. IP then checked on the defib again on the 20<sup>th</sup> and it had been removed completely and, again, no notification received. IP will email Circuit again about this for information and so they can mark the defib as currently unavailable on their system.</p>													

<p><b>10.</b></p> <p><b>All Noted</b></p> <p><b>Approved</b></p>	<p><b>To further discuss support for a Fell Race being organised by Kettleshulme Primary School.</b></p> <p>The event is scheduled to take place on 28<sup>th</sup> April 2024 and proceeds will go towards the school. They are still looking for marshals to help with the event. It will run from 10am – 12pm and it is hoped that approx. 70-100 runners will take part.</p> <p>Councillors agreed to donate the use of the hall to the School for this community event, from where the event will be run. <b>APPROVED 6 FOR.</b></p>	
<p><b>11.</b></p> <p><b>Noted</b></p> <p><b>Approved Action</b></p> <p><b>Noted</b></p> <p><b>Approved Action</b></p> <p><b>Noted</b></p> <p><b>Action</b></p>	<p><b>To note any correspondence received.</b></p> <p>Clerk received an email confirming PKF Littlejohn have been assigned as external auditors for the 2023-24 year. Clerk also suggested that it may be useful for her to undertake a ChALC course for year ends under £25,000 and what is required for transparency and exemption from external audit. <b>APPROVED 7 FOR.</b></p> <p>Clerk will look out for the course dates in the new year and book a place. Nalc have released the 2023/24 rates of pay agreement which notes an increase to £12.21 per hour for Clerk. <b>APPROVED 7 FOR.</b></p> <p>Clerk will email Autela about amending the scale for payroll and copy Councillor JB into the email.</p> <p>Email from ChALC about applying for the Government's Public Sector Decarbonisation Fund which seeks to help reduce carbon emissions from public buildings. As the Government only confirmed that Parish Councils are eligible to apply for this fund 2 days prior to the application window closing, it was not possible to look into on this occasion.</p> <p>Clerk will look further into requirements to be prepared should the Fund open again in the future.</p>	
<p><b>12.</b></p> <p><b>All Noted</b></p>	<p><b>To consider Planning applications received.</b></p> <p>One planning application received from PDNPA – NP/CEC/1023/1278 – no objections were made by councillors to this application.</p> <p>One planning application received from CEC – 23/4216M – no objections were made by councillors to this application.</p>	
<p><b>13.</b></p> <p><b>All Noted</b></p>	<p><b>Reports from Community Events working party.</b></p> <p><b>a. 'From Here to Absurdity' Comedy night feedback.</b> The evening was well received with 48 tickets being sold.</p> <p><b>b. Christmas Fair.</b> A mention will be made of Irene Palmers 90<sup>th</sup> birthday along with thanks for her contributions to the village over the years. The burial of the village time capsule will be postponed as there has not been enough time to get together the items.</p> <p><b>c. Senior's Christmas Party.</b> 75 RSVP's have been received for the event.</p>	

	<p><b>d. D-Day 80<sup>th</sup> Anniversary Celebration</b> Defer to next meeting.</p> <p>Councillor DH shared that the Remembrance Service was well attended. He suggested that more of an event could be made of it in future years, as was pre-COVID. Refreshments could be served from the hall and the main road shut during the main service outside the hall.</p>	
14.	<p><b>To discuss maintenance of the hall and garden.</b></p> <p>No Updates.</p>	
15.	<p><b>To discuss hall lettings.</b></p> <p><b>Noted</b> The hall has been booked for a half day on November 24<sup>th</sup> for a private meeting.</p>	
16.	<p><b>Update on ownership paperwork for the village hall.</b></p> <p>No updates.</p>	
17.	<p><b>Updates on Road Maintenance in the village.</b></p> <p><b>a. Drainage issues</b> Issues with blocked grids around the village again.</p> <p><b>b. Winter gritting diary</b> A diary will be kept once the weather turns cold enough to require gritting, which has been forecast for the next few weeks.</p>	
18.	<p><b>Items for future meetings.</b></p> <p><b>All Noted</b> - To revisit the Kettleshulme resilience plan.</p>	
19.	<p><b>Items for information</b></p> <p><b>Noted</b> Clerk attended a teams networking session held by Cheshire East Council to talk through the Green Spaces Maintenance Review (also discussed in Item 4). Points put forward included how grass cutting being reduced to once a year would prevent the space from being used as an informal football pitch or for dog walking as the grass would be too long. The consultation closes on November 24<sup>th</sup> and everyone is encouraged to submit views before the closing date.</p>	
20.	<p><b>Date and time of the next meeting</b></p> <p><b>Noted</b> Monday 15<sup>th</sup> January 2024.</p>	

The meeting concluded at 9.29 pm.