

**Minutes of the Ordinary Meeting, at the Memorial Hall, Kettleshulme  
Monday 16 March 2015 at 7.30pm**

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

**Parish Clerk:** Paul Harris

1.	<p><b>Apologies for Absence</b> Apologies for absence were received from Cllr B McQuinn, Cllr I Pulley, Cllr T Sheldon, Cllr H Murray (Cheshire East Council) and Cllr J Saunders (Cheshire East Council)</p>	
2.	<p><b>Declarations of Interest</b> None received</p>	
3.	<p><b>Public Forum</b> No members of the public were in attendance</p>	
4.	<p><b>To note any correspondence received</b></p> <p><b>Noted</b> An email from Cheshire East Council wanting to carry out a survey of town and parish councils offering grant funding. The Council did not wish to respond.</p> <p>Notice had been received that from 2017/18 onwards would be exempt from routine external audit. Further to this it was noted that the following items would need to be published on a website certain information on an annual basis and to comply with this no later than 1 July 2015.</p> <ul style="list-style-type: none"> <li>• All items of expenditure above £100</li> <li>• End of year accounts</li> <li>• Annual Governance Statement</li> <li>• Internal Audit Report</li> <li>• List of Councillor responsibilities</li> <li>• Details of public land and building assets</li> <li>• Minutes agendas and meetings papers of formal meetings</li> </ul> <p>The Planning Service Parishes Bulletin 10 had been received; the Council welcomed the offer of planning officers to come to parish council meetings with the aim of closer working relationships.</p> <p>A letter had been received from Sita Uk informing the Council that the cost of collecting waste would increase soon.</p> <p>A rates bill had been received from Cheshire East Council for</p>	

	<p>2015/2016. This was zero rated.</p> <p>A letter was received from Peak District National Park regarding parish member appointments to the National Park Authority. Nomination forms would be issued to the Parish Council on Monday 20 April 2015.</p> <p>Cheshire Community Action had issued membership form; the Council did not wish to join.</p>	
5.	<p><b>To agree as a true record the minutes of the Ordinary Meeting of the Parish Council held on Monday 16 February 2015</b></p> <p>Item 13 page 510 the reference to KET was incorrect it should be KEC. These were corrected on the minutes.</p> <p><b>Resolved That with the amendment the minutes of the Ordinary Meeting of the Parish Council held on Monday 16 February 2015 were agreed as a true record.</b></p>	
6.	<p><b>To Consider Planning Applications Received</b></p> <p>None received</p>	
7.	<p><b>Neighbourhood Planning</b></p> <p>Cllr Clive Greenwood spoke to this item. He had been in contact with Tom Evans at Cheshire East Council who could help if the Parish Council wanted assistance with a Neighbourhood Plan. Whilst he was happy to help he advised the Parish Council to make contact with Peak District National Park which was the Parish Council's planning authority.</p>	PH
8.	<p><b>To receive a report from the Entertainment Group</b></p> <p>Cllr Cheryl Greenwood reported that the Berlin to Broadway evening was a great night although support was limited with 32 tickets sold. People who came enjoyed it as did the performers. It was reported that there was an overall net loss of £30.76.</p> <p>The next event was 30 May, tickets had been printed and 7 were already sold.</p>	
9.	<p><b>Hall Lettings and promotion of the Village Hall</b></p> <p>It was noted that Councillors were doing what they could to promote the hall and would ask Bruce Rowe if he was going to continue the Table Tennis Club.</p> <p>The Church Cream Tea Event organisers had been in contact to request a £10 flat charge for the fundraising event. It was stated</p>	

	<p>that Councillors felt a policy would need to be developed – a day rate for charitable events not during evenings and should be for the benefit of the village and not an external organisation. An item would be put on the next agenda to look at hire charges and charitable events.</p> <p><b>Resolved That the Church Cream Tea event be charged a flat charge of £10 for the event. This was a one-off goodwill gesture.</b></p> <p>4 votes <b>FOR</b></p>	
10.	<p><b>Equipment Hire Agreement</b> Cllr V Greenwood reported that she had completed the forms. The tables were to be numbered underneath. Those hiring the hall would have priority. A deposit would be charged of £50. Cllr V Greenwood was to send the agreement to the Caretaker for implementation.</p>	VG
11.	<p><b>Table Tennis Club – update</b> Cllr Clive Greenwood had spoken with Mr Rowe regarding the tables who agreed that they would go outside under a tarpaulin. However it was noted these were now back in the Hall. Cllr Clive Greenwood was to have a further meeting with Mr Rowe to get the matter sorted.</p>	CG
12.	<p><b>Village Hall curtains consideration of quotations</b> Cllr Cheryl Green wood reported that Cllr B McQuinn had obtained two quotations and was unable to get a third. It was noted by the Council that they had made every attempt to get three quotations but were unable to get a third company to quote. It was reported that Cheshire Curtains and Interiors offered better quality of materials and blackout lining and therefore was seen to be better value for money.</p> <p><b>Resolved That Cheshire Curtains and Interiors be appointed to provide and fit the Hall Curtains</b></p> <p>4 votes <b>FOR</b></p>	
13.	<p><b>To discuss Health &amp; safety / risk assessment items</b></p> <p>a. Defibrillator It was reported that the defibrillator box was to be replaced with one acceptable to North West Ambulance Service.</p> <p>b. First Aid Course Two dates had been offered for the next defibrillator training; in addition the Ambulance Service had offered to provide first aid training.</p>	

	c. Other items of concern None raised.	
14.	<b>Community Speedwatch</b> It was noted that PCSO Sophie Bailey had moved on and Cllr Clive Greenwood was to speak with Sgt Brazendale in order to keep momentum on the initiative.	CG
15.	<b>To raise and discuss maintenance issues in the village</b> a) It was noted that two streetlights were out; one was opposite the hall and was awaiting an insurance payout before it could be fixed, and the other was next door to the Swan.  b) It was noted that the road surface was degrading due to the weather; also a drain had sunk close to Reed Bridge.  c) It was reported that colours had been chosen for the Hall repainting. Cllr Cheryl Greenwood reported that the Henry vacuum cleaner was not fit for purpose and would need to be replaced. It was reported that the Caretaker may wish to purchase the Henry vacuum cleaner.	
16.	<b>Report on the application submitted to WREN for funding to enhance the kitchen in the Village Hall</b> The WREN Grants Committee was due to meet later in March 2015, the Council awaited news.	
17.	<b>To sign of the Financial Risk Assessment 2015</b>  <b>Resolved That the Financial Risk Assessment 2015 be approved and signed.</b>	
18.	<b>Parish Council Insurance</b> The Parish Council had continued with the same specialist insurance for a number of years. In addition to the renewal quotation, the Clerk to the Council obtained a further insurance quotation from Zurich Insurance. This was £981.40 for the year if the Council agreed to a contract for 3 years. As this was significantly less than the renewal quotation, the Council felt it was better value for money.  <b>Resolved That the Parish Council accepts the quotation from Zurich Insurance at a cost of £981.40 and agrees to enter a three year contract.</b>  4 votes <b>FOR</b>	
19.	<b>Finance</b>	

	a) Cheques to be authorised by the Council	
<b>Resolved</b>	<b>That the following cheques and payments be authorised.</b>	
	<u>List of Cheques for payment – 16 March 2015</u>	
	1947            Caretaker	£40.00
	1948            Clerk Salary	£220.00
	1949            HMRC	£165.00
	1950            M Moss	£30.00
	1951            Office Expenses	£17.39
	 Direct Debits	
	21.03.2015    Opus Gas	£181.62
	24.03.2015    Opus Electricity	£55.58
	 Income Received	
	 Whaley Bridge Band	£60.00
	 Bank Statements	
	Current a/c as at 28 <sup>th</sup> February 2015	£7221.03
	Reserve a/c as at 31 <sup>st</sup> January 2015	£84.32
	Renovation a/c as at 15 <sup>th</sup> August 2014	£2137.24
	b) Payroll Charges 2015/2016	
<b>Resolved</b>	<b>That the payroll charges levied by the company that administers the Parish Council payroll be approved.</b>	
	c) Preparation for year end	
	It was reported that the cashbook and bank reconciliations were all up to date.	
	d) Bank Statement Reconciliation	
<b>Resolved</b>	<b>That the Bank Statement Reconciliations and Bank Statements be signed by Cllr V Greenwood in line with the Council's Financial Regulations</b>	
	e) CPRE Membership review	

<b>Resolved</b>	<b>That the Council agreed to cease its membership of CPRE prior to renewal for 2015/2016.</b>  4 votes <b>FOR</b>	
20.	<b>Items for future meetings</b> Hire charges and charitable events	
21.	<b>Setting a date for the Annual Parish meeting and the Annual General Meeting</b>  <b>Resolved</b> <b>That the Annual Parish Meeting be set at 19.00pm on 11 May 2015 and the Annual General Meeting of the Council be held at 19.30pm on 11 May 2015.</b>  4 votes <b>FOR</b>	
22.	<b>Items for information</b> The Spring Newsletter when out and the next one would be in Summer. Cllr V Greenwood was working on this.	VG
23.	<b>Date &amp; Time of Next Meeting</b> The next meeting was set as Monday 20 <sup>th</sup> April 2015 at 19.30pm.	
<b>Resolved</b>	<b>That the press and public be excluded from the meeting for the following items because there may be disclosure to them of exempt information as defined in Schedule 12 A of the Local Government Act 1972.</b>	
24.	<b>Clerk Contract of Employment</b> The draft Clerk Contract of Employment had been reviewed by Councillors prior to the meeting. They had asked for clause 7 to be removed which had required the Clerk to gain consent of the Council to engage in other employment. This was seen to be unnecessary.  <b>Resolved</b> <b>That the Clerk Contract of Employment be approved and signed.</b>  4 votes <b>FOR</b>	

The meeting concluded at 9:02pm