

Kettleshulme Parish Council

2015

Minutes of the Extra Ordinary Meeting, at the Memorial Hall, Kettleshulme Tuesday 21st July 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).

Acting Parish Clerk: Victoria Coward

1.	Apologies for Absence None received	
2.	Declarations of Interest None received	
3.	Public Forum 1 member of the public was present. 1. Traffic visibility problems on Reed Bridge due to overgrown trees creating a dangerous situation. The trees need trimming back. Would traffic lights be a solution?	
4.	To note any correspondence received Noted Payment received for Kettleshulme PTA along with Signed Booking Form Conditions 1 x Invoice received from the Caretaker – Alan Boothby Payment received from High Peak CVS Peak District National Park Ballot Results – Leslie Roberts Planning Decision Notice regarding the School Extension - Granted New Planning Application – See Section 7 Poynton Area Community Partnership – Allocated representative required CHALC – News leaflets of John Dwyer – newly elected Police & Crime Commissioner for Cheshire	
5.	To agree as a true record the minutes of the Ordinary Meeting of the Parish Council held on Monday 15th June 2015 That the minutes of the Ordinary Meeting of the Parish Council held on Monday 15th June 2015 were agreed as a true record. Resolved 7 votes FOR	
6.	To Consider Planning Applications Received Noted The Council considered application number NP/CEC/0615/0587 – Autumn Croft, Kettleshulme, Single Storey rear extension to form bedroom and conservatory/sun room. Cllr V Coward declared interests in this planning application and	

Kettleshulme Parish Council

2015

	<p>IP suggested a feedback form to be given out after people has used the hall. Community Events will look into this.</p> <p>VC suggested producing a colour brochure giving information about the village, such as a map, village events, walks etc. People may pay to advertise in this covering the cost of production.</p> <p>Might be a good idea to produce a feedback form through the Community Working Group.</p>	
11.	<p>Equipment Hire Agreement</p> <p>Deferred to next meeting</p>	
12.	<p>Table Tennis Club – update</p> <p>RB has the make & model of the Tables and noted the cost is likely to be around £30-£50 each for a cover.</p> <p>The council agreed to spend up to a value of £120 in total for the 2 covers</p> <p>Resolved 7 FOR</p>	
13.	<p>To discuss Health & safety / risk assessment items</p> <p>a. Defibrillator The flat sign on the school has been placed The triangular sign is yet to be placed, Linda is happy to have her trees trimmed enabling the sign to go on the telegraph pole.</p> <p>b. First Aid Course IP is looking into finding an alternative First Aid course training supplier</p> <p>c. PAT Testing Visual inspections to be carried out as per the Health & Safety Documentation, the external PAT & Fixed appliance test will be carried out after the new kitchen has been fitted.</p> <p>d. Fire Extinguisher Check IP will arrange a date to let Morgan Fire Service assess the fire extinguishers</p> <p>e. Health & Safety Risk Assessment VC will look into updating the for the next meeting</p> <p>f. Other items of Concern None</p>	

Kettleshulme Parish Council

2015

14	<p>Community Speedwatch</p> <p>Jenny Cole the PCSO for the area is not currently on active duty. SG will email her regarding training using a speed gun and what is required to organise this.</p>	
15	<p>Dog Fouling</p> <p>Several village children have produced posters and distributed through peoples letter boxes. RB Will continue to look into possible ways to resolve this issue including having 'original' signs produced.</p>	
16	<p>To Raise and Discuss Maintenance issues in the village</p> <p>a) Items listed on the the caretakers report are in hand with JB & IP</p> <p>b) It has been noted for the requirement for a portable screen to block the stage entrance on the right side during performances.</p> <p>Potential requirement for a refurbishment of the front of the stage to look nicer. Councillors will take a look and see if anyone has any suggestions for refurb options.</p>	
17.	<p>Kitchen Refurbishment in the Village Hall</p> <p>Suggestions gathered from user of the village hall include:</p> <ul style="list-style-type: none"> • Double Sink • Double Fridge • More Surface Area • Dishwasher issues • Cupboard Allocation <p>David Lisle has offered his services in putting together an alternate design to take into account the user comments and suggest suppliers able to provide industrial quality units which are likely to last longer than standard units.</p>	
Noted	<p>It was noted that the WI thanked the KPC for asking them for their opinion on the kitchen requirements.</p>	
18.	<p>Recruitment of a New Clerk</p> <p>Following interviews JB/VC/RS suggested appointing Sarah Harlen as the new Kettleshulme Parish Council Clerk</p> <p>RS will email her the final Contract of Employment for signing.</p>	
Resolved	<p>Sarah Harlen was appointed as the new Clerk to the Council</p> <p>Start date will be 1st September with a phased handover building</p>	

Kettleshulme Parish Council

2015

<p>Noted</p>	<p>up to the meeting.</p> <p>7 FOR</p> <p>It was noted that the council thought VC did an excellent job as Acting Clerk</p>	
<p>19.</p> <p>Resolved</p>	<p>Parish Council Website/Social Media</p> <p>a) VC provided information regarding transferring the current website over our official domain name of www.kettleshulme.org via a subscription.</p> <p>Subscription to be paid for the next 2 years</p> <p>7 FOR</p> <p>b) VC now is an admin to the Kettleshulme Parish Council Facebook account</p> <p>RB brought in some ideas regarding a KPC logo. Possible competition topic – to be discussed at the next meeting</p> <p>JB suggested we should put councillor photos on the website, potentially by the next meeting. Send photos to VC.</p>	
<p>20.</p>	<p>Village Newsletter/Email</p> <p>Deferred to a meeting in the future.</p>	
<p>21.</p>	<p>Cleaner Vacancy</p> <p>JB will speak to Alan regarding the role and responsibilities and required frequency to create a Job Specification</p>	
<p>22.</p>	<p>Parish Council Noticeboard</p> <p>IP will take a look at the noticeboard to determine whether it is able to be fix/anything salvaged and report back at the next meeting.</p>	
<p>23.</p>	<p>Memorial Hall Key Register</p> <p>All councillors are now in possession of a hall key</p> <p>VC will look into the production on a Key Register on dropbox as several keys are still outstanding</p>	
<p>24.</p>	<p>Caretakers Role & Responsibilities</p> <p>Alan Boothby would like his salary donated to Christies, which is currently £10/week</p>	

Kettleshulme Parish Council

2015

Resolved	<p>The Council agreed to donated £500/yr (Split between the financial year) to Christies Hospice.</p> <p>Start date for this years donation 20th July 2015 up to 31st March 2016</p> <p>7 FOR</p>																							
25.	<p>Kettleshulme Fell Race</p> <p>GS would like to look into bringing back the Fell Race, GS & SG will speak to people regarding what is involved in instigating a fell race.</p>																							
24.	<p>Finances</p> <p>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%;">1975</td> <td style="width: 70%;">P. Harris – Final Salary</td> <td style="width: 20%; text-align: right;">£52.71</td> </tr> <tr> <td>1976</td> <td>JDH Business Services</td> <td style="text-align: right;">£151.20</td> </tr> <tr> <td>1977</td> <td>J. Wild – Gardening Services</td> <td style="text-align: right;">£125.00</td> </tr> <tr> <td>1978</td> <td>VOID</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>1979</td> <td>Caretaking Duties – Alan Boothby</td> <td style="text-align: right;">£100.00</td> </tr> </table> <p>Direct Debits</p> <p>24/07/2015 Opus Energy – Gas £44.04</p> <p>24/07/2015 Opus Energy – Electricity £49.54</p> <p>Income Received – Information unavailable at this time</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 70%;">Whaley Bridge Band</td> <td style="width: 30%; text-align: right;">£60.00</td> </tr> <tr> <td>Cheshire East Council - Elections</td> <td style="text-align: right;">£250.00</td> </tr> <tr> <td>Jo Lancaster</td> <td style="text-align: right;">£45.00</td> </tr> <tr> <td>Kettleshulme Church</td> <td style="text-align: right;">£10.00</td> </tr> </table> <p>b. Bank Statement</p> <p>Current a/c as at 30th June 2015 £4820.70</p> <p>Reserve a/c as at 31st March 2015 £84.33</p>	1975	P. Harris – Final Salary	£52.71	1976	JDH Business Services	£151.20	1977	J. Wild – Gardening Services	£125.00	1978	VOID	£0.00	1979	Caretaking Duties – Alan Boothby	£100.00	Whaley Bridge Band	£60.00	Cheshire East Council - Elections	£250.00	Jo Lancaster	£45.00	Kettleshulme Church	£10.00
1975	P. Harris – Final Salary	£52.71																						
1976	JDH Business Services	£151.20																						
1977	J. Wild – Gardening Services	£125.00																						
1978	VOID	£0.00																						
1979	Caretaking Duties – Alan Boothby	£100.00																						
Whaley Bridge Band	£60.00																							
Cheshire East Council - Elections	£250.00																							
Jo Lancaster	£45.00																							
Kettleshulme Church	£10.00																							

Kettleshulme Parish Council

2015

	Renovation a/c – Information unavailable at this time	
27	Items for future meetings None	
28	Items for information	
29	Date & Time of Next Meeting Monday 17 th August 2015	

The meeting concluded at 10:00pm