

**MINUTES OF A MEETING OF CHOLMONDELEY & CHORLEY PARISH COUNCIL
HELD AT THE CORONATION HALL, BICKLEY ON 17 JULY 2018**

- PRESENT:** Councillor C Crossley Chairman
Councillor C Hopley Councillor P Probin
Councillor G Willis
- APOLOGIES:** Councillors J Clarke, A D Fennell, R Probin, J Moody, S Langton
and D Sweetman
- ABSENT:** Councillor P Winward
- IN ATTENDANCE:** One member of the public
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17 DECLARATION OF INTERESTS

Members were invited to declare any disclosable pecuniary interest (DPI) or non-pecuniary interest which they had in any item of business on the agenda, the nature of that interest, and in respect of a DPI interest, to leave the meeting prior to the discussion of that item.

No declarations were made.

18 MINUTES – ANNUAL MEETING 22 MAY 2018

RESOLVED: That the Minutes of the Annual Council Meeting held on 22 May 2018 be approved as a correct record.

19 PUBLIC QUESTION TIME

Members of the public were able to ask a question or make a statement. Questions or statement must relate to the business of the Parish Council, either generally, or in respect of any item on the agenda.

There were no questions from the member of the public in attendance.

20 NEIGHBOURHOOD PLAN

The Parish Council considered the next steps in taking forward the preparation of a Neighbourhood Plan.

The Clerk would seek a quotation from Cheshire Community Action for planning support and could also seek two other quotations for consideration at the September meeting.

When costs had been estimated, a grant application could be submitted to 'Locality' which made grants of between £1,000-£9,000. This money must be spent within six months of it being allocated or by the end of the financial year. The application would probably not need to be submitted until much later in the year when costs had been identified.

The newsletter had been distributed the previous week and residents had been invited to put their name forward for membership of the Neighbourhood Plan Steering Group.

To date, three residents had volunteered (including the resident who was in attendance). It was important to establish how many parish councillors would be available to sit on the Steering Group. Of those present, there was only the Chairman who was likely to be available but owing to business commitments she could not confirm at this stage.

RESOLVED: That an item be placed on the next agenda to review membership of the Steering Group, and in particular, parish councillors would be able to form part of the Group.

21 OPERATION SHIELD

The Chairman reported on Operation Shield which was Cheshire Constabulary's unique 'DNA' marking system to protect properties.

The system comprised a 'DNA' liquid which contained an individual code to mark property in homes, garages and sheds. This liquid was registered solely to an individual address which was added to a database. The liquid was barely visible and was difficult to see. In the event of property being stolen, and then eventually recovered, it could be linked directly back to the owner.

It was suggested that, dependent on the overall cost, this could be offered to all residents, to be funded by the Parish Council as a community initiative. It was also suggested that local businesses and Lord Cholmondeley might be willing to sponsor the initiative.

RESOLVED: (a) That the Parish Council approve, in principle, offering security marking provided by Operation Shield, to each household in the parish; and

(b) That the full cost of the initiative be reported to the September meeting for decision.

22 BOROUGH COUNCILLOR'S REPORT

Councillor W S Davies was not in attendance.

23 LITTER-BIN – TO BE LOCATED OPPOSITE THE CHOLMONDELEY ARMS (IN THE INFORMAL LAY-BY)

The Clerk submitted a quotation from ANSA for the provision of a litter-bin to be located in the 'lay-by' opposite to the Cholmondeley Arms.

ANSA had confirmed that it could include waste collection from this site within its refuse-collection rounds.

RESOLVED: That an order be placed with ANSA for purchase of a multi-purpose litter-bin at a total cost of £420.58 (£350.48 net and £70.10 VAT).

24 CABINET FOR DEFIBRILLATOR

The Clerk provided details of a cabinet for housing the defibrillator currently located inside the Cholmondeley Arms. The cabinet was priced at £502.80 (£419.00 net and £83.80 VAT). It was an AED Armor Mild Steel Cabinet no lock with heating.

RESOLVED: (a) That the Clerk ask North-West Ambulance Trust for confirmation that the cabinet was suitable for the defibrillator;

(b) That upon receipt of this confirmation, Councillor P Probin be informed; and

(c) That Councillor P Probin purchase the cabinet on behalf of the Parish Council and be reimbursed for the expenditure at the September meeting.

25 DATA PROTECTION ACT 2018

The Clerk tabled a report from David Proctor of Coderra Ltd. Mr Proctor had been asked for advice about the possible creation of dedicated secure e-mail addresses for parish councillors as an alternative to their personal e-mail addresses to ensure compliance with the Data Protection Act 2018.

It was suggested that David Proctor be asked to brief Members for approximately one hour prior to the next meeting, to explain in detail changes to e-mail addresses required to comply with the Act.

RESOLVED: (a) That David Proctor be invited to attend an informal session prior to the next meeting of the Parish Council, on 18 September 2018 at 7.30 pm to brief Members on required changes to e-mail addresses; and

(b) That the Parish Council meeting commence at 8.30 pm.

26 FINANCIAL MATTERS

26.1 Authorisation of Payments

RESOLVED: That the following payment be approved.

£40.00 HMRC – Tax on Clerk’s salary.

In approving this payment, the Parish Council was informed that the Clerk was awaiting receipt of a new cheque book and would, therefore pay by personal cheque and be reimbursed at the September meeting.

26.2 Receipts and Payments Statement – to 30 June 2018

A Receipts and Payments Statement for the first quarter was submitted. This was indicative only as it was based on bank statements at 29 June 2018.

RESOLVED: That the Receipts and Payments Statement for the period 1 April 2018 – 30 June 2018 be received and the following bank reconciliation be noted:

	£		£
Opening balance	6,163.07	Reserve Account	6,928.64
Total Receipts	<u>1,555.95</u>	Current Account	<u>50.00</u>
	<u>7,719.02</u>		<u>6,978.64</u>
LESS Payments	-873.38	LESS U/p cheques	<u>-133.00</u>
	<u>6,845.64</u>		<u>6,845.64</u>

27 PLANNING MATTERS

There were no planning applications for consultation.

28 PROJECTS FOR THE YEAR

The Parish Council was invited to consider if any projects should be planned for the current financial year. The following suggestion was made and it was agreed that this item be added to the next agenda.

Heavy duty planters for location underneath boundary signs.

29 SHARED ITEMS

Members were invited to share information, or request items to be included on the next agenda.

- The Chairman advised that she had recently reported pot-holes on the Cheshire East Council’s interactive website.
- Prior to the meeting, the bookings clerk had indicated that there was no charge for use of the Coronation Hall as it was a Parish Council facility. Members agreed that further information was required, and Councillor Willis undertook to carry out some research and report to the next meeting.

30 DATE OF NEXT MEETING

18 September 2018 – 7.30 pm

.....Chairman

The meeting commenced at 7.30 pm and concluded at 8.40 pm