

**MINUTES OF A MEETING OF CHOLMONDELEY & CHORLEY PARISH COUNCIL  
HELD AT SCHOOL FARM, CHOLMONDELEY ON 18 SEPTEMBER 2018**

<b>PRESENT:</b>	Councillor C Crossley Councillor J Clarke Councillor C Hopley Councillor R Probin Councillor J Moody	Chairman Councillor A D Fennell Councillor P Probin Councillor S Langton Councillor D Sweetman
<b>IN ATTENDANCE:</b>	James Hall Matthew Robinson	Cholmondeley Estate Office Representing Cholmondeley Estate Office
<b>APOLOGIES:</b>	Councillor P Winward	
<b>ABSENT:</b>	Councillor G Willis	

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**31 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.

**32 MINUTES – 17 JULY 2018**

**RESOLVED:** That the Minutes of the Meeting held on 17 July 2018 be approved as a correct record.

**33 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.

**34 NEIGHBOURHOOD PLAN**

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

To date, there were three residents who had volunteered to sit on the Steering Group. Parish Councillors who now indicated that they wished to join the Steering Group were –

Councillor A D Fennell  
Councillor C Hopley  
Councillor P Probin  
Councillor C Hopley

In addition, James Hall and Matthew Robinson, who were in attendance, also volunteered to join the membership.

It was noted that the Terms of Reference required a minimum of three councillors and up to 15 volunteers.

**RESOLVED:** That the inaugural meeting of the Neighbourhood Plan Steering Group be held on the preferred date of 9 October 2018, or the alternative date of 23 October 2018 at the Coronation Hall, Bickley.

**35 CORONATION HALL, BICKLEY**

At the previous meeting which was held at the Coronation Hall, Bickley, the Bookings Clerk for the hall indicated that the hall was a Parish Council facility.

Councillor G Willis had undertaken to carry out research into ownership of the Coronation Hall and report to this meeting. Mr Hall advised that he was a trustee of the Coronation Hall and it was not a Parish Council asset.

**36 BOROUGH COUNCILLOR W S DAVIES**

Councillor W S Davies was not in attendance.

**37 DATA PROTECTION ACT 2018**

The Council received information from David Proctor of Coderra Ltd. in respect of setting up dedicated business e-mail addresses for Councillors.

Although it was expected that Mr Proctor would be available prior to the start of the meeting to give a briefing on changes required to e-mail addresses to ensure compliance with the Data Protection Act, he had provided information to enable Members to have personalised e-mail addresses on the server. These comprised log-in details and temporary password for each Member. Passwords could be changed the first time the Member logged-in.

**38 AUTHORISATION OF PAYMENTS**

**RESOLVED:** That the following payments be approved:

£80.00 HMRC – Tax on Clerk's salary.

This included the £40 which had been due in July, but as there were no cheque books available, had not yet been paid.

£419.00 Councillor P Probin – reimbursement for purchase of defibrillator cabinet.

**39 PLANNING MATTERS**

There were no planning applications for consultation.

**40 PROJECTS FOR THE YEAR**

At the previous meeting, Members agreed that suggestions for projects to be undertaken during the current financial year should be considered at this meeting.

As September was half-way through the financial year, Members were also invited to suggest projects to inform the budget for the next financial year.

**RESOLVED:** That Councillor A D Fennell be authorised to spend up to £200 on five x 25 Kg bags of Daffodils, or similar, for planting at the earliest opportunity.

**41 SECURITY MARKING (OPERATION SHIELD)**

To report on the full costs for offering security marking to each household in the parish. The Parish Council would then be able to decide if this was an appropriate service to offer its residents.

The cost was in the order of £1,9671.00 plus VAT. 180 kits were required, together with approximately 10 signs to indicate that the area was subject to security marking.

**RESOLVED:** That the Clerk inform the Chairman of the number of households in the parish to enable the Parish Council to consider if the cost should be met by the Parish Council; and

(b) That the Clerk contact PC Nicky Berry to seek more information about operation of the scheme.

**42 NEWSLETTER**

It was agreed that a newsletter be drafted to include the following items:

- Cholmondeley Carols event
- Update on the defibrillator and the possibility of awareness sessions to be arranged (possibly by St John Ambulance)
- Cholmondeley Arms Christmas night event
- Gin competition
- Securimark

**43 SHARED ITEMS**

Members were invited to share information, or request items to be included on the next agenda. This is also an opportunity for Members to report on attendance at any recent meetings of outside bodies, including Police Cluster meetings.

There were no shared items.

**44 DATE OF NEXT MEETING**

20 November 2018

.....Chairman

The meeting commenced at 7.30 pm and concluded at 8.50 pm