

Gawsworth Parish Council

Parish Clerk: Adam Keppel-Green BSc PSLCC
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6th September 2018

To the Members of Gawsworth Parish Council

Dear Councillor,

You are summoned to attend a meeting of Gawsworth Parish Council to be held at 19:30 on Tuesday 11th September 2018 at Gawsworth Village Hall.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'A Keppel-Green'.

Adam Keppel-Green
Clerk and Proper Officer

Agenda

- 1 To receive apologies for absence
- 2 To note the declaration of members' interests
- 3 Public Participation
A period for members of the public to address the Council
- 4 To confirm the minutes of the meeting held August 14th 2018 (**attached**)
- 5 To consider matters related to the affordable housing project on Dark Lane
- 6 To consider matters related to the proposed mast on Pennington's Lane
- 7 To receive reports of Parish Matters
For councillors to raise issues for future discussion or resolution
- 8 To consider matters related to the Park and Woodland
 - a) To consider drainage works at the park
 - b) To consider an update from the working group
- 9 To consider an update from the Communications working group
- 10 To review the first edition of the *Gawsworth Gazette* and consider its monthly production
- 11 To consider an interpretation board for the Pleasance

- 12 To consider financial matters
 - a) To consider the Council's financial position year to date (**attached**)
 - b) To note and approve payments (**below**)
- 13 To consider arrangements for the Parish Get Together (September 18th)
- 14 To consider a report from Cheshire East Councillor(s)
- 15 To consider the Parish Maintenance Log (**attached**)
- 16 To consider the Actions Log (**attached**)
- 17 Member questions to the clerk
- 18 To note the dates of forthcoming meetings
Items for the next agenda may be requested at this point or submitted to the Clerk by Sunday 2nd September.

October 16 th	November 13 th	January 8 th
February 12 th	March 12 th	April 9 th

Payee	Chq Ref	Detail	Amount Paid
A Keppel-Green	300233	Mileage and Reimbursements	227.16
Treesure Consultancy	300234	Tree Survey	475.00
Northwich Town Council	300235	August Park and Handyman	964.80
			Total
			1,666.96

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Minutes

of the council meeting held
Tuesday 14th August 2018

18/066 Present

Cllrs Woods (*presiding*), Richards, Briercliffe, Shepherd, and Smetham

A Keppel-Green (*Parish Clerk*)

18/067 To receive apologies for absence

Apologies were received from Cllrs Briggs, Simpson and Tyrrell.

18/068 To note the declaration of members' interests

Cllr Woods declared a non-pecuniary interest in 18/073 as the author of the compliance and ethics report. Cllr Shepherd declared a non-pecuniary interest in 18/072 on the grounds of being related to an employee in one of the tendering organisations.

18/069 Public Participation

A resident expressed continuing concern at the proposals for an EE mast at Pennington's Lane.

A resident expressed concern about the poor condition of a number of road signs which had been reported to Cheshire East Council with no action then being taken.

18/070 To confirm the minutes of the meeting held July 10th 2018

It was **RESOLVED** to confirm the minutes with the addition of Cllr Shepherd to the attendance list.

18/071 To consider matters related to the proposed mast on Pennington's Lane

The Clerk reported that Harlequin had confirmed they were arranging a drop-in meeting in the Methodist Church Hall in September and would follow this with a meeting with the Parish Council. It was noted that three additional discounted sites had been referred to.

18/072 To consider the tender submissions for the Parish Maintenance contract
The detail of the four tenders was reviewed and it was **RESOLVED** to award the contract to Envirocare, subject to references.

18/073 To consider matters related to the affordable housing project on Dark Lane
It was noted that there had been no update from Cheshire East Council as to when a planning application might be submitted. The response to Cllr Wood's report was noted.

18/074 To consider planning applications:

- a) **18/3677M – Millend Farm, Harbour Lane**
- b) **18/3854M – 1 Moss View Road**
- c) **18/3501M – Underbank Farm, Pexhill Road**
- d) **18/3245M – Lane at Gaw End Lane**
- e) **18/3353M – Cowbrook Farm, Cowbrook Lane**

- a) It was **RESOLVED** to raise no objections.
- b) It was **RESOLVED** to object on the grounds of the unbalancing effect on the semi-detached properties to the detriment to the character of the streetscene and area.
- c) It was **RESOLVED** to raise no objections.
- d) It was **RESOLVED** to comment that the development should provide for a walkers' car park and ensure that the SSSI, Danes Moss reserve and the important bridges are properly considered in the application.
- e) It was **RESOLVED** to raise no objections subject to the Planning Officer being satisfied that the proposals will not detrimentally affect the openness of the countryside and will blend in.

18/075 To receive reports of Parish Matters

A query was raised as to the status of the A536 roundabout planning application; it was noted that it had not yet been determined.

It was requested that the Clerk chase Cheshire East Council to remove the grit from the car park and agreed that the council representative on the Village Hall Committee speak with its Chairman about the removal of the storage container with a view to making better use of the committee room for storage or a smaller shed attached to the rear of the hall.

18/076 To consider a response to the Cheshire East Council Well Managed Highways Infrastructure Consultation

It was **RESOLVED** to respond that Parish Councils should be involved in determining priorities and that updates provided to reported on issues could be improved with the online system being better utilised.

18/077 To consider matters related to the Park and Woodland

- a) **To consider a management plan for the park and woodland**
- b) **To consider repairs to park equipment**
- c) **To consider drainage works at the park**

d) To consider an update from the working group

- a) The outline management plan was approved. It was agreed that the final management plan should include a vision statement, make provision for an older area in the park (e.g. community orchard, sensory garden, seating areas), a spatial plan of the park, potentially a covered BBQ area, include new rationalised signage and detail rough capital costs
- b) It was **RESOLVED** that the Clerk approve any repairs required which are deemed medium-high risk, subject to receipt of quotes.
- c) It was noted that the Clerk was still awaiting quotations. It was **RESOLVED** that a grant be sought from the John Upton Charity for the works once these were received.
- d) The Clerk reported that Cllrs Simpson and Tyrrell beginning to explore options for new equipment and skate park costs.

18/078 To consider financial matters

a) To consider the Council's financial position year to date

b) To note and approve payments

- a) The council's financial position was noted.
- b) It was **RESOLVED** to approve the payments detailed below.

18/079 To consider an interpretation board for the Pleasance

It was agreed that a budget of £800 should be considered and that options would be explored at the next meeting.

18/080 To consider a report from Cheshire East Councillor(s)

Cllr Smetham reported that a new National Planning Police Framework had been published. It was further reported that eight parks in the borough had been awarded Green Flag and that the council was hosting 'Pride in the Park' at Tatton Park in September.

18/081 To consider the Parish Maintenance Log

The log was noted.

18/082 To consider the Actions Log

The log was noted.

18/083 Member questions to the clerk

A question was raised as to whether Cheshire East Council would be upgrading the parish streetlighting to LED.

18/084 To note the dates of forthcoming meetings

The dates were noted.

PAYMENT SCHEDULE

Payee	Chq Ref	Detail	Amount Paid
A Keppel-Green	300230	July and August Salary and	923.07

Reimbursement			
Northwich Town Council	300231	July Park and Handyman	906.00
Royal Mail	300232	Prepaid Postage	0.42
Total			1,829.49

DRAFT

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
RECEIPTS						
101 Administration						
1000 Parish Paths Sales Income	59	25	-34			237.0 %
1001 Ground Rent	0	2	2			0.0 %
1870 Interest Received	0	300	300			0.0 %
1900 Precept	27,500	27,500	0			100.0 %
Subtotal	27,559	27,827	268	0	0	99.0 %
150 Neighbourhood Plan						
1020 Grant Income	3,492	2,000	-1,492			174.6 %
Subtotal	3,492	2,000	-1,492	0	0	174.6 %
TOTAL RECEIPTS	31,051	29,827	-1,224	0	0	104.1 %
PAYMENTS						
101 Administration						
4031 Subscriptions - General	595	615	20		20	96.7 %
4100 Postages	49	100	51		51	49.3 %
4101 Stationery	205	100	-105		-105	205.5 %
4103 Insurance	676	700	24		24	96.6 %
4104 Audit Fee	137	335	198		198	40.9 %
4106 Website/Computer Costs	339	150	-189		-189	226.0 %
4107 Grants & Donations	0	250	250		250	0.0 %
4109 Payroll Services	25	125	100		100	20.0 %
4115 Print	68	400	332		332	17.0 %
4120 Banking Charges	18	80	62		62	22.5 %
4999 Miscellaneous Expenses	0	250	250		250	0.0 %
Subtotal	2,112	3,105	993	0	993	68.0 %
102 Employee Costs						
4000 Salaries	2,088	5,016	2,928		2,928	41.6 %
4001 Home Working Allowance	104	208	104		104	50.0 %
4005 PAYE/NI	313	1,254	941		941	25.0 %
4010 Mileage - Employees	304	600	296		296	50.7 %
4020 Training - Employees	0	270	270		270	0.0 %
Subtotal	2,810	7,348	4,538	0	4,538	38.2 %
103 Members Costs						
4011 Mileage - Members	0	150	150		150	0.0 %
4021 Training - Members	0	300	300		300	0.0 %
Subtotal	0	450	450	0	450	0.0 %
110 Parks & Woodland						
4180 External Contractors	0	2,000	2,000		2,000	0.0 %
4200 Park Maintenance	2,897	7,535	4,638		4,638	38.4 %
4205 Woodland Maintenance	0	500	500		500	0.0 %
4206 Pleasance / Memorial Green	0	220	220		220	0.0 %
4207 Park Improvements	0	1,000	1,000		1,000	0.0 %

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4210 Handyman	1,026	3,500	2,474		2,474	29.3 %
4215 Tree Works	475	4,000	3,525		3,525	11.9 %
4999 Miscellaneous Expenses	12	150	138		138	7.9 %
Subtotal	4,410	18,905	14,495	0	14,495	23.3 %
120 Operational Costs						
4250 Parish Improvements	0	1,000	1,000		1,000	0.0 %
4300 Gritting Services	0	500	500		500	0.0 %
4305 Streetlighting	60	132	72		72	45.3 %
Subtotal	60	1,632	1,572	0	1,572	3.7 %
150 Neighbourhood Plan						
4115 Print	45	1,500	1,455		1,455	3.0 %
4999 Miscellaneous Expenses	25	500	476		476	4.9 %
Subtotal	70	2,000	1,930	0	1,930	3.5 %
999 VAT Data						
515 VAT on Payments	947	0	-947		-947	0.0 %
Subtotal	947	0	-947	0	-947	0.0 %
TOTAL PAYMENTS	10,409	33,440	23,031	0	23,031	31.1 %
Total Receipts	31,051	29,827	-1,224			104.1 %
Total Payments	10,409	33,440	23,031	0	23,031	31.1 %
Movement to/(from) Gen Reserve	20,643	(3,613)	(24,256)			



Gawsworth Parish Council Parish Maintenance Log

Issue Ref	Date Identified	Identified By	Issue Detail	Location	Responsibility	Status	Last Update	Notes/Activity
1601	09/08/16	Council	Path / Wall cracking	Park/ A536	Highways	Awaiting Action	27/06/2017	Being assessed by CEC Structures Team.
1703	14/01/17	Clerk	Damaged Tennis Court netting	Gawsworth Park	Parish Council	Awaiting Action	14/01/2017	Reported to councillors for action
1704	18/01/17	Councillor	Woodland path requires more sand	Nancy's Wood	Parish Council	Awaiting Action	14/02/2017	Agreed to buy sand subject to volunteers.
1705	10/01/17	Council	Path disappearing	A536/Church Lane	Highways	Awaiting Action	10/07/2018	To be incorporated with green operations programmes siding out
1706	10/01/17	Council	Church Lane requires sweeping/blowing	Church Lane	ANSA	Awaiting Action	20/02/2017	Sweep programmed by ANSA. Chased and repeated.
1708	07/02/17	Public	Milestones need repainting	Various	Highways	Awaiting Action	22/01/2018	CEC Stated it was not on their system (inspite of it being raised 5 x in 2016/17). Information resent.
1710		Council	White Stones to be removed	Dark Lane	Highways	Awaiting Action	16/03/2018	To be reinspected and notices issued as appropriate.
1713	03/06/17	Public	Poor maintenance	Church Lane	Cheshire East	Awaiting Action	29/06/2017	Ref: 2538238 will be assessed as part of programmed safety inspections.
1714	14/08/17	Councillor	Deep potholes	south side of Woodhouse End Road between Fodens Farm and Woodhouse Green Farm	Highways	Awaiting Action	29/08/2017	Ref: 3295279 Works programmed.
1717	28/08/17	Councillor	Steelwork protruding on highway	A536	Utility Co.	Awaiting Action	27/09/2017	Ref: 3296159 Passed to Utility Company to investigate.
1719	12/09/17	Councillor	Ivy obscuring sign	A536	Other	Awaiting Action	05/11/2017	Letter sent to owner. No reply.
1720	29/09/17	Councillor	Overgrown Hedge	Magotty Lane		Awaiting Action	01/11/2017	Ref: 3299023 Awaiting inspection.
1721	05/11/17	Councillor	Peeled Sign	A536	Highways	Awaiting Action	10/07/2018	Ref: 3302134 To be picked up on future signing programme
1722	05/11/17	Councillor	Leaning Sign	A536	Highways	Awaiting Action	10/07/2018	Ref: 3302136 To be picked up on future signing programme



Gawsworth Parish Council Actions Log

Action Ref #	Creation Date	Source	Subject	Description	Responsible	Minute Ref	Priority	Status	Activity Log	Target Date	Completion Date
1528	08/03/16	Decision	Community Payback	Clerk to arrange Community Payback visit	Clerk	15/159	Medium	In Progress	Emailed, awaiting response		
1702			Enforcement Action	Chain and Gate Layby	CEC				CEC working on the potential cost of the works required to restore the embankment.		
1802	13/03/18	Discussion	Accident Data Map	Creation of map on website	Clerk			Not Started	To be included on updated website	31/10/2018	