

**DRAFT MINUTES OF A MEETING HELD ON WEDNESDAY 11<sup>th</sup> SEPTEMBER 2019 AT 7.30 PM IN  
WARMINGHAM VILLAGE HALL**

**PRESENT:** Councillors Kevin Harding (Vice-Chairman in the Chair), Simon Moss and Oliver Rowe

Councillor John Wray – Ward Member – Cheshire East Council

Gaynor Hawthornthwaite (Clerk)

There was one member of the public in attendance.

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Richardson and Price.

**2. DISCLOSURES OF INTEREST**

None declared.

**3. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 30<sup>TH</sup> JULY 2019**

The minutes were agreed and signed by the Vice-Chairman as a correct record.

**4. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 30<sup>TH</sup> JULY 2019**

**4.1 Speed Display Unit**

Councillor Richardson is continuing to follow up the post for the third Speed Display Unit.

**RESOLVED/- Councillor Richardson to continue to follow up.**

**4.2 EDF Liaison Meeting**

There have been no further communications from EDF.

**5. WARMINGHAM WEBSITE**

Councillor Rowe is continuing to follow up the additional access that is required for updating the website from Upper Bridge Enterprises.

**Action – Councillor Rowe to follow up with Upper Bridge Enterprises.**

**6. HIGHWAYS**

Councillor Price has continued to follow up the outstanding highway issues. Responses are awaited about the weight restriction on Crab Mill Lane from Richard Cooper, CEC Highways and the block grids, state of the roads and the overgrown hedges from Gillian Kidd, CEC Highways.

**Action – Councillor Price to continue to follow up the outstanding highway issues with CEC Highways.**

**7. ANSA WASTE TRANSFER CENTRE TRAFFIC**

Following the positive meeting that was held with Kevin Melling at ANSA to discuss the routes of the ANSA vehicles through the surrounding areas, it is not clear yet whether there has been a noticeable difference in the waste transfer traffic through Warmingham. The PC are to continue to monitor.

A further meeting is to be held again in November/December.

**8. NEIGHBOURHOOD PLAN**

Councillor Rowe has met with Moston Parish Council to discuss the preparations for putting together the Moston Neighbourhood Plan.

It was agreed that there should be some engagement with the community to find out what they would like in Warmingham. An open day/event and the distribution of flyers was suggested.

**Action – Councillor Rowe to follow up.**

**9. PLANNING**

**19/4177N** – Five Oaks Farm, Drury Lane, Warmingham, Cheshire CW1 4PN: Change of use for conversion of barn to 2 dwellings and change of use of land to residential – There were no PC comments.

**10. FINANCE**

A budget monitoring report and an accounting statement had been circulated with the agenda which were received and noted. The Clerk reported that the balance on the PC account as at 4<sup>th</sup> September 2019 was £11418.24. The second instalment of the Parish Precept of £2047.50 was received on the 1<sup>st</sup> September 2019 and the 2019 Compact of £1150 for the litter picking duties was received on 4<sup>th</sup> September 2019.

**Review Recommendation Action from Internal Auditor's 2018/19 Report**

- **Review of Risk Assessment**

Councillor Rowe had reviewed the Risk Assessment and highlighted the updates in the document. The updated Risk Assessment was approved by the PC.

**Action – Councillor Rowe to add the updated Risk Assessment to the website.**

- **Review of the Level of General Reserves**

The PC considered the level of general reserves and agreed that the following should be added to the 2019/20 budget:

- Contribution to the Defibrillator for the Village Hall - £1000
- New Signage - £1000
- Planters - £1000
- Possible Election Costs - £500

**Action – Clerk to add the above to the 2019/20 budget**

- **Review of the Fixed Assets**

The PC reviewed the level of assets and agreed that the audio visual equipment and speakers should be donated to the Village Hall Committee and that the assets register should be updated to reflect the purchase cost of the remaining assets.

**Action – Clerk to update the Assets Register.**

### **Staff Costs**

Following the Internal Auditor's recommendation about the analysis of expenditure across headings such as staff costs, the PC asked the Clerk at the last meeting, to obtain a quotation for a PAYE Scheme for the Clerk's salary. The Clerk had obtained a quotation from Shires Accountants for setting up a PAYE scheme for the Clerk's salary to include monthly payroll. Following the quotation that had been provided the PC agreed that this should be set up with immediate effect.

**Action – Clerk to set this up with Shires Accountants.**

The following cheque was approved for signature:

Reimbursement for the payment of planters for the village – Mrs D Rowe - £246.15

## **11. CLERK'S REPORT AND CORRESPONDENCE**

The following correspondence had been received and noted since the previous meeting:

- Beat report for Elworth and Brereton Rural for the month of August 2019

### **CEC**

- Enforcement Policy Consultation
- Strategic Planning Update – September 2019
- Road Closure - Dragons Lane, Brereton Rural Ward, Sandbach, CW11 3 from outside The Bungalow to the junction with Dragons Wharf.  
The alternative route will be via the following streets: - Dragons Lane, Mill Lane, Booth Lane  
The closure is necessary to enable Scottish Power to carry out tree clearance from overhead lines.  
It is anticipated that the works will take place on the following date(s): Thursday 24th October 2019.  
This notice will become operative on Thursday 24th October 2019 for a period of 5 days or for such less time as is necessary to enable the works to be completed.
- Cheshire East Council, Community Capacity and Resilience, Market Engagement Events 24<sup>th</sup> September in the Council Chamber, Municipal Buildings
- Publication Draft Site Allocations and Development Policies Document: consultation 19 August to 30 September 2019
- Cheshire East Council Consultation on the Crewe Hub Area Action Plan and Southern Link Road Bridge Access Options

### **Chalc**

- Bulletins and Newsletter

- ChALC Training Session – a full day ‘Being a Good Councillor – The Next Steps’ training session on Wednesday 25<sup>th</sup> September in Middlewich.
- Chalc Annual Meeting – 24<sup>th</sup> Oct 7 – 9 at Middlewich Civic Hall – Councillors Moss and Rowe to attend.

**Action – Clerk to return the completed booking form for the Chalc Annual Meeting.**

**12. DATE OF NEXT MEETING**

The date of the next meeting is **Wednesday 13<sup>th</sup> November 2019 at 7.30 pm.**

**ANY OTHER BUSINESS**

There were no items reported.

The meeting closed at 8.55 pm

Signed ..... Date .....

THESE MINUTES REMAIN UNRATIFIED UNTIL SIGNED AS CORRECT AT THE NEXT PARISH COUNCIL MEETING