

COMBERBACH PARISH COUNCIL

TUESDAY 15th SEPTEMBER 2020

Dear Councillor

You are summoned to attend the Meeting of Comberbach Parish Council to be held on Tuesday 15th September 2020 at 7:15 pm via Zoom. Councillors will receive an email invitation to join the meeting.

The public can join the meeting by contacting the Parish Clerk via details at the foot of the page – joining instructions will then be provided.



Denise French

Clerk to Comberbach Parish Council

Open Forum

There will be a period of 15 minutes before the meeting starts for members of the public to raise any issue that relates to Comberbach

AGENDA

1. Apologies for Absence

To receive apologies for unavoidable absence

2. To receive Members' Declarations of Interest on any matters on the agenda
3. To approve the minutes of the meeting of the Parish Council held on 14th July 2020
4. Progress reports and updates

4.1 Land adjacent to the Recreation Area – to give further consideration to proposals for this area of land; to date the following suggestions have been received:

(a) use as a skate park – a presentation was received on this proposal and costs have been suggested as £25300 + VAT (based on Std half pipe with extended quarter pipe £22500 + vat; Hiab £1200 + vat; Tele handler + driver 1600 + vat). To receive feedback from the Chairman on a site visit to the skate park at Barnton.

(b) use as a 'pump park' – this is a similar use to a skate park.

(c) community vegetable patch/allotment

(d) wildflower meadow

(e) picnic area

4.2 Parish Council Logo – to consider the designs for the logo

5. Cheshire West and Chester (CWAC) Councillors' reports

To consider updates from CWAC Councillors.

6.0 Planning

6.1. To note in appendix 3 any decisions by CW&C and consider or note decisions advised by the planning working group.

6.2. To consider any new Enforcement matters.

7. Recreation Area

7.1. To consider the quarterly inspection from Northwich Town Council

7.2 To consider any feedback on the re-opening of the Recreation Area

7.3 To consider a request that a storage bin be provided at the Recreation Area for footballs etc for use by visitors to the park and agree any budget.

7.4. Footpath – to consider delaying the footpath project to the next financial year and to retain the funding in the reserves.

8. Highways

8.1. Traffic issues in the village – to consider an update from the Chairman following a site visit with CWAC Councillors on 3rd September

8.2 Footpath on Budworth Lane – to consider the issue of a footpath on Budworth Lane as raised by a local resident

8.3 Replacement street name sign for The Moss – to consider whether the Parish Council wishes to make a contribution towards the cost of a new street name sign for The Moss as requested by a local resident

9. Accounts and Financial Matters

9.1. To note the conclusion of the External Audit

9.2 To approve the appointment of JDH Business Services as Internal Auditor for one year and confirm the letter of appointment

9.3 To note the accounts for 31st August 2020 in Appendix 1

9.4 To approve the payments list in Appendix 2.

9.5 To consider a financial contribution towards the Remembrance Sunday wreath

10. Website

10.1 To consider an update on the new website

10.2 To approve the following documents for loading to the website:

(a) Standing Orders

(b) Financial Regulations

(c) Publication Scheme

(d) Data Protection Policy

11. CWAC Member budgets – to consider whether there are any projects which the Parish Council may wish to bid for from the CWAC Member Budget 2020 - 21

12. Suggestion Box

To consider a request from a resident received via the Suggestion Box that the signposts in the village be repainted and any resource requirements

13. Salaries

(a) Following notification of the annual pay award, new payscales have been advised by the National Association of Local Councils with effect from 1 April 2020, as set out below:

2020/21 pay award	Employee	
	Denise French	Stephen Penwill
Current grade	LC2	LC1
Current SCP	19	9
Current Hourly Rate (2019/20 pay scales)	£12.89	£10.57
New Hourly Rate (2020/21 pay scales)	£13.24	£10.86

(b) following successful appraisals the Council is asked to consider progressing the Clerk and the RFO by one increment each as below:

New grade	LC2	LC1
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New SCP	20	10
New Hourly Rate	£13.51	£11.08

14. Correspondence - to consider the correspondence schedule along with a verbal update on any correspondence received since the agenda was published (to follow)

Part 2 – EXCLUSION OF THE PUBLIC AND PRESS

To resolve under the Public Bodies (Admission to Meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed

None

Date of next meeting

The next meeting of Comberbach Parish Council will be Tuesday 27th October at 7.15pm via Zoom

Appendix 1 Accounts for 31st August 2020

Current account	£18,353.40	Reserve	£36,657.55
Cash book	£18,353.40	Reconciliation:	£0

Appendix 2 Payments

Item	Amount	Cheque	Power
Synchroprint – July CVN	£194.00	22660	LGA 1972 s 111
Parish Noticeboard Co – new locks	£96.00	22661	LGA 1972 s 111
Northwich Town Council – zipwire tyres	£887.04	22662	LGA 1972 s 111
Northwich Town Council – inspection	£58.80	22663	LGA 1972 s 111
Shane Ross – Grounds mtce Invoice 2	£600.00	22664	LGA 1972 s 111
PKF Littlejohn LLP – Ext Audit 2019/20	£240.00	22665	LGA 1972 s 111
CPRE – subscription 2020/21	£36.00	22666	LGA 1972 s 111
Cheshire West & Chester – Install signs	£700.00	22667	LGA 1972 s 111
D French – stationery, paper	£89.07	22668	LGA 1972 s 111

Pre Authorised Payments

Item	Amount	Cheque	Power
BWP Creative – Website deposit	£287.64	22659	LGA 1972 s 111

Appendix 3 Recent planning decisions by CW&C

Erection of greenhouse/summer room (retrospective) Erection of garden shed – retrospective; Comberbach Hall Cottage	Appeal dismissed
20/02738/FUL - Removal of existing tile hung cladding and replacement with render, 2 Goosebrook Close	Pending