

COMBERBACH PARISH COUNCIL

TUESDAY 9th MARCH 2021

Dear Councillor

You are summoned to attend the Meeting of Comberbach Parish Council to be held on Tuesday 9th March 2021 at 7:15 pm via Zoom.

Join Zoom Meeting:

Meeting ID: 816 9162 2855

Passcode: 569839



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. Casual Vacancy

To consider filling the casual vacancy declared in May 2019

3. Declaration of Acceptance of Office

To witness the signing of the Declaration of Office subject to 2 above

4. To receive Members' Declarations of Interest on any matters on the agenda

5. To approve the minutes of the meeting of the Parish Council held on 19th January 2021 (attached)

6. Progress reports and updates

6.1 To note that the Comberbach Writing Project has been very successful and much positive feedback received on the book – ‘Lockdowns and Light-ups’ and to consider what to do with surplus copies and donations

7. Cheshire West and Chester (CWAC) Councillors’ reports

To consider updates from CWAC Councillors.

8. Planning

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

8.2. To consider any new Enforcement matters.

8.3 To remind Members of training sessions on planning and the opportunity to attend a virtual meeting with CWAC Planning Officers on 20 April

9. Recreation Area

9.1. To consider the regular update from the Chairman

9.2 To consider the quarterly inspection undertaken by Northwich Town Council (attached)

9.3 To approve a budget payment of £42 to enable a Councillor to attend the annual Rospa inspection in April

10 Highways

10.1 To consider an issue raised by Councillor Johnston regarding vehicles parked on footpaths

10.2 To consider correspondence from a resident regarding the flooding issues in January 2021

10.3 To consider an email regarding horse droppings on residential roads and footpaths

11. Accounts and Financial Matters

11.1 To note the accounts for 28th February 2021 in Appendix 1

11.2 To approve the payments list in Appendix 2.

11.3 To consider and approve the Reserves for 2021/22 (attached)

11.4 To consider making an ex-gratia payment to the Clerk and to the RFO for extra work in setting up and populating the website including attending virtual training

11.5 To consider and approve virement of specific budgets for 2020/21 to comply with Financial Regulations and any decision arising from 11.4 above:

- to transfer £750 from Noticeboard budget to Writing Project budget
- to transfer £650 from Car Park Surface Improvement budget to IT costs – hardware budget
- to transfer £550 from Noticeboard budget to Salaries budget
- to transfer £350 from Car Park Surface Improvement budget to Tax budget

11.6 To review the Council's payment arrangements to enable online banking and consider the proposed protocol (attached)

11.7 To consider amending the Financial Regulations based on the decision in 11.6 above (attached)

11. Fixed Asset Register

To consider the review of the Asset Register conducted by the RFO and Chairman (attached)

12. Correspondence

To consider the correspondence schedule along with a verbal update on any correspondence received since the agenda was published (attached)

13. Annual Parish Meeting Tuesday 4th May at 6.30pm followed by the Annual Meeting at 7.15pm

To consider the format of the Annual Parish Meeting

Part 2 – EXCLUSION OF THE PUBLIC AND PRESS

To resolve under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public due to the confidential nature of the business to be discussed

14. Provision of Pump Track on land at the Recreation Area

To consider the report and quotes received for the provision of a Pump Track and to consider the appointment of a preferred supplier (attached)

Date of next meeting

The next meeting of Comberbach Parish Council will be Tuesday 4th May 2021 at 7.15pm via Zoom.

The Annual Parish Meeting is at 6.30pm on 4th May 2021

Appendix 1 Accounts for 28th February 2021

Current account £9,290.44

Reserve £36,739.67

Cash book £8,785.44

Reconciliation: £505.00, 2 cheques

Appendix 2 Payments

Item	Amount	Cheque	Power
Synchroprint – Jan CVN	£170.00	22688	LGA 1972 s 111
Synchroprint – Writing Project	£740.00	22689	LGA 1972 s 111
Comberbach Memorial Hall – room hire 2021/22	£100.00	22690	LGA 1972 s 111
CHALC – Code of Conduct training	£25.00	22691	LGA 1972 s 111
Starboard Systems (Scribe) – subscription 2021/22	£345.60	22692	LGA 1972 s 111
S Penwill – Zoom costs, printer paper	£89.92	22693	LGA 1972 s 111

Pre Authorised Payments

Item	Amount	Cheque	Power
RFO – reimburse laptop purchase	£749.99	22686	LGA 1972 s 111
J Ryder – reimburse emergency flood costs	£307.00	22687	LGA 1972 s 111

Appendix 3 Recent planning decisions by CW&C

20/03702/OUT - demolition of the existing garage and passageway of Senna House and erection of two four bedroom detached houses15 Senna Lane	Pending
20/03809/FUL - Removal of existing garage, two storey side and single storey rear extension and new dormer to roof, 5 Mather Drive	Pending

20/04329/FUL - Loft conversion with new flat roof dormer to rear elevation, 27 Cogshall Lane	Approved
20/04071/S73 - Variation of condition 2 (approved plans) on 17/04952/FUL, land at Senna Lane	Approved
20/04056/FUL - Alteration to front window, single storey side extension, alteration to change existing side extension roof from flat to pitched. 2 Freshfields	Approved
21/00584/TPO - Oak on boundary line in hedge - Fell to low stump due to poor previous Pruning, 17 Goosebrook Close	Pending