

COMBERBACH PARISH COUNCIL

TUESDAY 14th SEPTEMBER 2021

Dear Councillor

You are summoned to attend the Meeting of Comberbach Parish Council to be held on Tuesday 14th September 2021 at 7:15 pm at Comberbach Memorial Hall.



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. The Open Forum will start at 7.15pm and the formal agenda below will start after that. The period of public participation may be extended at the discretion of the Chairman.

AGENDA

1. Apologies for Absence

To receive and approve 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 2021 (attached)

4. Casual Vacancy

4.1 To note that no election was requested and the council can fill the vacancy by co-option.

5. Progress reports and updates

5.1 Replacement swing legs have been ordered

5.2 Councillor McDermott has organised and obtained a supply of dog waste bags which have been advertised in the Comberbach Village News

5.3 BT Exchange – the Clerk has emailed BT and an update will be given at the meeting

5.4 Grant funding for equipment at the Recreation Area – this will be discussed at the next meeting of Finance Committee

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

To consider updates from CWAC Councillors.

8. Recreation Area & Pump Track

8.1. To consider the regular update from the Chairman

8.2 To consider the report following the regular inspections (attached)

8.3 Grass cutting and maintenance contract – to confirm that the annual recreation area grass cutting contract expires in March 2022. The Parish Council to:

(a) consider the attached specification;

(b) agree to invite quotes from the present incumbent plus Northwich Town Council, advertisers in the Comberbach Village News who provide garden maintenance contracts, and to advertise the opportunity on the Council website

(c) agree the award of the contract at the meeting on 14 December 2021 to commence on 1 April 2022.

8.5 To consider the purchase of safety matting for the wall of the storage unit and approve a budget of £200

9 Highways and Streetscene

9.1 Budworth Lane/Cock Lane – to consider a proposal to introduce a one way system on Budworth Lane/Cock Lane and pass on any views to the CWAC Marbury Ward Councillors

9.2 Speed Indicator Device – to consider the current position with the SID

9.3 Winnington Bridge proposals – to consider the proposals for Winnington Bridge and forward any views to CWAC (attached)

9.4 Little Leigh traffic plan

Little Leigh Parish Council has shared a Travel Plan; to consider whether the Parish Council wishes to pass on any comments (attached)

9.5 Car parked at the Bowling Club/recreation area – to consider contacting CWAC Highways regarding seeking action on a Volvo xc90 that appears to have been abandoned

10. Accounts and Financial Matters

Denise French, Parish Clerk

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parishclerk@comberbach.com

10.1 To note the accounts for 30th August 2021 in Appendix 1

10.2 To approve the payments list in Appendix 2.

10.3 External Audit – to note the successful conclusion of the External Audit and that electors have been given notice of their rights to examine the council's accounts

11. Projects

11.1 Village Task Force

To consider an update on the project to set up a Village Task Force to carry out areas of general maintenance throughout the village and whether a budget is needed for equipment and materials.

11.2 Queen's Jubilee 2022

To consider an update on whether any members of the public wish to be involved in a commemoration of the Jubilee and feedback from other local councils.

12.0 Planning

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

12.2. To consider any new Enforcement matters.

13. Staff Appraisals and contracts and Clerk's Cilca Qualification

13.1 Both staff have received successful annual appraisals. To consider whether to review staff contracts to ensure they are up to date and to consider progression through the salary scales

13.2 As reported at the last meeting, to consider awarding the Clerk two increments, in accordance with her contract, following the successful completion of the Certificate in Local Councils' Administration (CiLCA) and agree the date of implementation

14. Correspondence

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

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

Date of next meeting

The next meeting of Comberbach Parish Council will be Tuesday 26 October 2021 at 7.15pm.

Appendix 1 Accounts for 31 August 2021

Current account	£22,028.88	Reserve	£21,374.67
Cash book	£43,403.55	Reconciliation:	0

Appendix 2 Payments

Item	Amount	Power
PKF Littlejohn LLP – External audit fee 20/21	£240.00	LGA 1972 s 111
HMRC – PAYE Jul-Sep 21	£252.00	LGA 1972 s 111
Synchroprint – CVN September 21	£182.00	LGA 1972 s 111
J Ryder – reimbursement materials costs	£285.29	LGA 1972 s 111
CPRE – subscription 21/22	£36.00	LGA 1972 s 111
D French – mileage, expenses & software subs'n	£89.15	LGA 1972 s 111

Pre Authorised Payments

Item	Amount	Date	Power
Synchroprint – CVN July 21	£182.00	20/07/21	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	Approved
21/00584/TPO - Oak on boundary line in hedge - Fell to low stump due to poor previous Pruning, 17 Goosebrook Close	Approved

21/01937/S73 - Single storey side and rear extension and creation of first floor (Variation of conditions 2 (approved plans) and 3 (materials) of planning permission 19/01832/FUL) 31 Senna Lane	Pending
21/01836/FUL - Proposed one-bedroom (self-build) dwelling in replacement of existing garage and detached residential outbuilding, land at Comberbach Post Office, Senna Lane	Pending
21/02469/FUL – single storey rear extension and loft conversion, Mill Bank	Pending
Lime (T1) - Reduce crown by approx 1-2m. Dying Ash (G2) - Fell to low stump due to decline showing in crown; 7 Freshfields	Pending