

Minutes of the Virtual Meeting of Comberbach Parish Council held on Tuesday 19th January 2021

Present

Mr J Ryder (Chairman in the Chair)
Mr J Bradley
Mrs R Bradley
Mr R Holt
Mrs J Johnston

Ms DJ French (Clerk)
Mr S Penwill (RFO)

CWAC Councillor L Gibbon

The Meeting started at 7.15pm.

1. Public Open Forum

No Members of the Public were present.

2. Apologies for absence – Councillors V McDermott and S Hornby

3. To receive Members' Declarations of Interest – none

4. Minutes of the Parish Council meeting held on 8th December 2020

(21/01) RESOLVED that the minutes of the meeting held on 8th December 2020 be approved as a correct record.

5. Progress Reports and Updates

5.1 Land Adjacent to the Recreation Area:

The Council considered an update on the land at the Recreation Area following the resolution at the previous meeting to explore the feasibility of installing a Pump Track. This was on the basis that it was a versatile facility for a wide age range.

The Chairman explained that following the demolition of the old Village Hall in 2015 and installation of the storage unit on part of the site, the remainder of the land had been kept as part of the Recreation Area pending specific proposals for its development.

The Finance Committee on 12th January had discussed possible designs and indicative costs and recommended the project be progressed with a budget of £17,000.

(21/02) RESOLVED: That a sum of £17,000 be included in the budget for 2021/22 to provide a Pump Track and the Parish Clerk be authorised to seek quotes for the work based on the specification.

6.0 Parish Council budget and precept

(a) The RFO presented the draft budget. The draft had been discussed at Finance Committee which recommended approval. The RFO referred to a number of projects recommended for inclusion including the Pump Track, Speed Indicator Device (£2500); footpath resurfacing at the Recreation Area (£3000); Defib (£1000); Noticeboard (£1000). The budget included a reduced amount of income from advertising based on the recommendation of the Finance Committee not to charge advertisers for the first 6 months of the next financial year in recognition of the ongoing impact of the pandemic. The Clerk advised that a joint application had been submitted to the Police and Crime Commissioner towards the costs of purchasing a SID.

(b) the RFO advised that the Reserves list had been reviewed by Finance Committee and would be submitted to the next meeting for approval by the Parish Council.

(c) the RFO presented a report on options for the precept for 2021/22. If the Band D charge remained the same as the current year, £50.91, this would result in a total precept amount of £22,655. This had been recommended by the Finance Committee.

(21/03) RESOLVED: that

- (a) the draft budget as submitted be approved;
- (b) the Parish Council does not charge advertisers for adverts in the Newsletter for 6 months up to and including September 2021;
- (c) the Reserves list be reviewed at the meeting on 9th March; and
- (d) the precept amount of £22,655 be submitted to Cheshire West and Chester Council which equates to a Band D charge of £50.91 for 2021-22 which is no change from the current year (0% change).

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

CWAC Councillor Gibbon updated as follows:

- The Census 2021 would take place online in March 2021;
- Councillors were encouraged to respond to a consultation on the environment which would impact on a number of areas including Marbury Park. A new consultation on the Waste Service was due to commence this week. She asked that this be promoted via the website and social media;
- Concern had been raised with the Ward Councillors regarding Marbury Park including the surface of the car park and the queues at the parking machine. She had raised both issues with officers at the Council.
- There appeared to be some issues with the Report It app which she had raised with CWAC officers.

8. Finance Committee

The minutes of Finance Committee held on 12th January 2021 were submitted.

(21/04) RESOLVED: that the minutes of Finance Committee be received.

9. Planning

9.1 Planning decisions were listed in Appendix 3.

9.2 There were no enforcement matters.

Members discussed the new planning regulations and how they could be clear on their role in responding to planning consultations. Members suggested seeking a virtual meeting with CWAC Planning Officers to clarify these matters.

(21/05) RESOLVED: That:

- (a) the planning update be noted; and
- (b) the Clerk investigate the options around a meeting with CWAC planning to clarify the council's role as a consultee.

10. Recreation Area

10.1. The Chairman updated that the recent visual inspection of the Recreation Area showed no issues; the ground was very wet with areas of flooding.

(21/06) RESOLVED That the update on the Recreation Area be received.

11. Accounts and Financial Matters

11.1 The Parish Council Accounts at 31st December 2020 were submitted at Appendix 1.

11.2 The Quarter 3 budget report was submitted.

11.3 The list of payments was in Appendix 2.

11.4 A grant application form for the Comberbach Writing Project was considered.

11.5 The RFO presented a report on future payroll provision.

11.6 The Council considered a report on a new laptop for the RFO.

(21/07) RESOLVED That

- (a) the accounts in Appendix 1 with a balance of £11,865.78 and £36,739.67 in reserves be noted;
- (b) the Quarter 3 budget report be received;
- (c) the payments in Appendix 2 be approved;

- (d) a budget of £650 plus VAT be approved for the Comberbach Writing Project for the Parish Council to pay for the printing of the book about Covid experiences; Parish councillors will help with distribution and one copy be kept for the Parish Council records and a copy be given to each of the CWAC Ward Councillors and Cheshire Association of Local Councils;
- (e) Shires be approved as the payroll provider for the Parish Council from April 2021 in accordance with the terms and costs as set out in the report now submitted; and
- (f) A budget of £625 plus VAT be approved for the purchase of a laptop for the RFO.

12. Correspondence

The list of correspondence was received.

The Clerk reported that the only additional items of correspondence were in relation to the pump track, an invitation to a virtual meeting with CWAC Waste Team and the grant application for the SID.

(21/08) RESOLVED: That the correspondence be noted.

13. Future Meeting Schedule

The Parish Council considered future meeting dates.

(21/09) RESOLVED: that the following meeting dates be approved:

2021 - Tuesday 4th May, Annual Parish Meeting at 6.30pm; Annual Council at 7.15pm;
 13th July; 14th September; 26th October; 14th December
 2022 – 18th January; 8th March

14. Exclusion of Public and Press – Part 2

None

The Meeting closed at 8.25pm

The next meeting of the Parish Council will be held on Tuesday 9th March 2021.

Signed
 Chairman

Appendix 1 Accounts for 31st December 2020 were approved

Current account: £11,865.78	Reserves: £36,739.67
Cash book: £11,494.59	Unpresented cheques: £371.19 (2 cheques)

Appendix 2 Payments

Item	Amount	Cheque	Power
Shane Ross – Repaint Zipwire	£150.00	22684	LGA 1972 s 111
HMRC – PAYE Oct-Dec 2020	£253.80	22685	LGA 1972 s 111

Appendix 2b Pre-Authorised Payments

Item	Amount	Cheque	Power
PAP 2006 – Shane Ross, Invoice 0320	£600.00	22681	LGA 1972 s 111
PAP 2007 – CHALC, Budget course	£30.00	22682	LGA 1972 s 111
PAP 2008 – First Rescue – Defib box	£558.00	22683	LGA 1972 s 111

Appendix 3 Recent planning decisions by CW&C

20/02738/FUL - Removal of existing tile hung cladding and replacement with render, 2 Goosebrook Close	Approved
20/03702/OUT - demolition of the existing garage and passageway of Senna House and erection of two four bedroom detached houses 15 Senna Lane	Pending
20/03809/FUL - <u>Removal of existing garage, two storey side and single storey rear extension and new dormer to roof</u> , 5 Mather Drive	Pending

20/04071/S73 - Variation of condition 2 (approved plans) on 17/04952/FUL, land at Senna Lane	Pending
20/04056/FUL - Alteration to front window, single storey side extension, alteration to change existing side extension roof from flat to pitched. 2 Freshfields	Pending