



**Hough & Chorlton
Parish Council**

09 APRIL 2018, HOUGH VILLAGE HALL

PRESENT: Cllr Anne Broome (Chairman), Cllr Graham Bennion (Vice-Chairman), Cllr Amanda Copnall, Cllr Richard Dodd, Cllr Helen Hamlin, Cllr Virginia McFarlane, Cllr Grenville Vale and Cllr Andrew Welch

IN ATTENDANCE: Borough Cllr Clowes and two members of the public

17.116 APOLOGIES FOR ABSENCE

Cllr Debbie Hewitt

17.117 MINUTES OF MEETING HELD ON 05 MARCH 2018

17.117.1 RESOLVED – that the minutes of the meeting be approved and signed by the Chairman as a true and correct record.

17.118 POLICE MATTERS

17.118.1 Speed Indicator Device

Councillors discussed the latest SID report. Although March had shown a reduction in the amount of speeding from the previous month, it was clearly still a problem through the village.

17.118.2 Cluster Meeting

Cllr Vale advised that he would be attending the next meeting, which would be held on 16 April 2018. With regards to a suggestion for deputies to attend Cluster meetings, it was agreed that Cllrs Hamlin and Welch be nominated accordingly.

17.119 HIGHWAYS MATTERS

17.119.1 Hough Footpath No.8

The feedback from the Borough Council's Rights of Way and Planning Enforcement officers was noted. The PROW officer would be writing to the landowner again to advise of his duties towards vehicle access, the public and rights of way. Councillors referred to potential health and safety issues on the footpath and the Clerk was asked to seek clarification from the Borough Council.

17.119.2 Damaged Signs

Cllr Bennion referred to two damaged signs that were awaiting repair from the highways authority and the Clerk was asked to request that these repairs be expedited.

17.119.3 Gullies/Drains

Cllr Dodd referred to the works undertaken on gullies and drains on Cobbs Lane by the Borough Council last year. It was noted that the work was not completed at the time, therefore, Borough Cllr Clowes would be asked to review this.

17.120 ENVIRONMENT MATTERS

17.120.1 Noticeboard

Cllr Bennion advised that the noticeboard would be delivered the following day. One quote had been received for its installation therefore it was necessary to undertake two others, if possible.

RESOLVED – that spending be authorised up to a maximum of £750 for the installation works, and the Clerk, in consultation with the Chairman and Vice-Chairman, be delegated to place the order once other quote(s) have been received.

17.120.2 Lengthsman

Cllr Bennion advised that Streetscape had been commissioned for another two visits. It was suggested that the Environment Group should discuss the work required by the 'lengthsman' service.

17.120.3 The Common

The outstanding items for consideration were the goalposts and the picnic bench. Councillors supported the repair and repositioning of the goalposts.

RESOLVED – that owing to the safety concerns of the goalposts in their current condition, the quotation from Heler's be accepted and works be undertaken in the interests of safety.

17.120.4 Other Issues

A number of other issues were raised for which the Clerk would raise with the appropriate authority – removal of the former bus stop, flooding on Elwood Green and the stream flowing to the rear of The Homestead.

17.121 NEIGHBOURHOOD PLAN

Borough Cllr Clowes advised that any unspent grant monies remaining at the end of the financial year had to be returned to Groundwork UK, which was in the sum of £3,131. A further grant could then be applied for in the new financial year.

17.122 HS2

The Chairman advised that she would be attending a meeting with representatives of HS2 and other Parishes on 18 April 2018.

17.123 WW1 COMMEMORATIVE PROJECT

Cllr Vale gave an update on progress regarding arrangements for the WW1 commemorations. Councillors were reminded that the Fete would be held on Sunday 9 September 2018 and the arrangements for the day were in development. On behalf of the Council, the Chairman thanked Cllr Vale and the Committee for their hard work to date on arranging the event.

With regards to finances, it was noted that there was still £542 remaining from the previous Event grant. As the event was still being planned, there was uncertainty as to the further funding required, however, it was recognised that a larger budget would be necessary.

RESOLVED:-

- i) that the Council allocates a budget of £2,042 (an additional £1,500) for the costs associated with the WW1 Commemorations; and
- ii) the Clerk, in consultation with the Chairman and Vice-Chairman, be able to authorise urgent payments relating to the event, between Council meetings if necessary.

17.124 VILLAGE HALL

17.124.1 Events Update

The Chairman gave details of the following events at the Village Hall –

- There will be a Spring Fair at the Village Hall on Saturday, 14 April from 10am to 2.30pm, with a variety of craft stalls and refreshments.
- The next bingo would be held on 11 April 2018.

17.125 PLANNING MATTERS

17.125.1 Planning Applications for Consideration

18/1251N	The Coppice, Birch Lane, Hough	Erection of four-bedroom dwelling house (amendment to approved application 14/3632N) <i>No comments</i>
18/1269N	23 Ashbourne Drive, Weston	Proposed Single Storey Extension to Rear <i>No comments (agreed between meetings)</i> <i>No decision to date (target decision date 08 May 2018 – delegated authority)</i>
18/1196N	20 Freshwater Drive, Weston	Proposed single storey front entrance porch, proposed double garage and to re-design the front elevation introducing new materials. <i>No comments (agreed between meetings)</i> <i>No decision to date (target decision date 03 May 2018 – delegated authority)</i>

17.125.2 Update on Planning Applications

18/0937N	3 Freshwater Drive, Weston	New Utility Room <i>No decision to date (target decision date 19 April 2018 – delegated authority)</i>
18/0412N	4, Chidlow Close, Hough	Ground Floor Side Extension <i>Approved with Conditions – 21 March 2018</i>
18/0334W	Hough Mill Quarry, Back Lane, Walgherton	Variation of Condition to extend time to complete restoration works <i>No decision to date (target decision date 23 April 2018 – delegated authority)</i>
17/6335N	Hollies Boarding Kennels, Birch Lane, Hough	Outline application for the demolition of kennels and associated buildings and the erection of 3 no. detached dwellings and ancillary works. <i>No decision to date (target decision date 2 April 2018 – delegated authority)</i>
17/3846N	Basford Old Creamery, Newcastle Road, Chorlton	Variation of condition 4 on application 15/4224N - Demolition of existing buildings and erection of replacement detached single storey industrial unit for B1, B2 and B8 classifications. Erection of acoustic walling to boundaries. <i>No decision to date (noise assessment provided)</i>
17/3850N	Basford Old Creamery, Newcastle Road, Chorlton	Removal of condition 9 on application 16/1987N - New industrial building replacing existing buildings, retaining B1, B2 and B8 classifications. <i>No decision to date (noise assessment provided)</i>

16/3829W	Casey Lane Stables, Casey Lane, Basford	Improvement of land via removal of previously deposited ash/clinker, and restoration to agricultural and equestrian after use via importation and placement of inert and soil-forming material (including ancillary works) <i>Committee Date: 16 May 2018</i>
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17.126 FINANCIAL MATTERS**17.126.1 Finance Report**

The Council considered the Finance report submitted by the Responsible Financial Officer. The report summarised the end of 2017/18 financial year position. Owing to the return of the majority of the Neighbourhood Planning monies, the Council's financial position at year-end was £13,441.23 (plus £132 remaining from the Neighbourhood Plan contributions).

17.126.2 Payments

RESOLVED – that the following payments be approved:

Method	No	Payee	Reason	Total	VAT	Net amount
Cheque*	47	Thomson Planning	NP - Consultant	£204.00	£34.00	£170.00
Cheque*	48	Hough Village Hall	Room Hire	£120.00		£120.00
Cheque*	49	Congleton Town Council	Lengthsman Duties	£466.13	£77.69	£388.44
Cheque	50	Chalc	Affiliation	£489.24		£489.24
Cheque	51	Mark Robinson	Telephone (Q1) and stationery	£43.97		£43.97
Cheque	52	Graham Bennion	Printing for WW1 Commemoration	£64.74		£64.74
Cheque	1780	Groundwork	Return of Neighbourhood Planning Grant	£3,131		£3,131
S/O		Mark Robinson	Salary April	£244.32		£244.32
S/O		Mike Webster	Landscaping April	£395.00	£65.83	£329.17
S/O		Jeff Rance	Grass Cutting April	£480.00		£480.00

* Denotes retrospective approval following urgent authorisation by Clerk, in consultation with Chairman and Vice-Chairman.

17.126.3 RECEIPTS

The following receipts were noted:

05/04/2018	Cheshire East B.C	Precept (50%)	£12,750
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17.126.4 AUDIT

The Clerk advised that as the Council's income and expenditure had both exceeded £25,000 for the 2017/18 financial year, then a limited assurance review would be required. This would be undertaken by PKF Littlejohn. With regards to the internal audit, it was necessary to appoint an internal auditor. The Clerk provided quotations from two companies.

RESOLVED – that JDH Business Services be appointed as internal auditors for the 2017/18 audit.

17.127 CLERK'S REPORT**17.127.1 General Data Protection Regulation (GDPR)**

The Clerk provided an update on the requirements of the GDPR. Although the question of whether the Clerk could also be the Data Protection Officer was still to be finalised, Councils must take action on a number of other requirements in good time prior to 25

May. In particular, a data audit and a review of privacy notices and other data protection policies and procedures. The Clerk provided details of the data audit and would be working on the required policies and notices for consideration at the next meeting. In order to assist with these requirements, Cllrs Bennion, Hamlin, Hewitt and Vale agreed to support in this process.

17.128 TRAINING AND CONFERENCE UPDATE

17.128.1 Planning

Cllrs Copnall and Vale had attended Part 2 of a Planning training session organised by the Cheshire Association of Local Councils.

17.129 BOROUGH AND PARISH COUNCILLORS' REPORTS

- Borough Cllr Clowes updated Councillors on a forthcoming meeting with police representatives and an increase in the occurrences of fly-tipping across the Borough.

17.130 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

Two members of the public requested an update on the planning applications and enforcement at The Old Creamery. Borough Cllr Clowes agreed to discuss this with planning officers and advise accordingly.

17.131 DATE OF NEXT MEETING

Monday 14 May 2018. (Annual Meeting of the Parish Council)

The meeting, which commenced at 7.30pm, closed at 09.45pm