

HOUGH AND CHORLTON PARISH COUNCIL

COUNCIL MEETING

HELD 7:30pm, 18th DECEMBER 2017, HOUGH VILLAGE HALL

PRESENT Councillors: A Broome (Chairman), G Bennion (Vice-chairman), Cllrs A Copnall, V McFarlane, R Dodd, G. Vale, Cheshire East Cllr Clowes,
The Clerk – Sue Davies

Prior to the Council meeting, interviews were held for the position of Clerk and RFO between 6:30pm and 7:30pm. Two candidates were interviewed.

17.68 APOLOGIES FOR ABSENCE

Apologies have been received from Cllr D Hewitt.

17.69 DECLARATIONS OF INTEREST

There were no declarations of interest.

17.70 MINUTES OF MEETING HELD ON 10th NOVEMBER 2017

The motion to accept the minutes of 10th November 2017 as a correct record was agreed by all present.

17.71 COUNCILLOR VACANCIES ON THE PARISH COUNCIL

The Clerk reported that there have been five applications for the two councillor vacancies.

It was agreed that each candidate be invited to attend an interview prior to the January meeting such that the Council can consider and vote which candidates to co-opt at this meeting and thus allow enable formal co-optation at the February meeting.

It was further agreed that applications should close on the 22nd December 2017.

17.72 DATES OF PARISH COUNCIL MEETINGS 2018

It was agreed that the January meeting will take place on Monday, 8th January and that subsequent meetings will be monthly on the second Monday of the month.

17.73 PLANNING MATTERS

17.73.1 PLANNING APPLICATIONS RECEIVED SINCE THE 10TH NOVEMBER 2017

Subsequent to the agenda being issued, the following application was received:

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>Deadline: 08 January 2018</i> It was agreed that the Council could not consider this application with such little time to consider. <i>Action: The Clerk to ask for a comments extension to enable the Council to consider and agree a response at the January meeting.</i>
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Applications listed on the agenda:

17/5781N	The Coppice, Birch Lane	Erection of four-bedroom dwelling house (amendment to approved application 14/3632N) Resolved: No objection
17/5866N	16, Abbeydale Close CW2 5RR	Rear/side conservatory. Resolved: No objection
17/5886N	Hough Hall, CW2 5JG	Listed Building Consent for the reordering of two existing bathrooms into one larger bathroom and a small scale en-suite. Resolved: No objection

17.73.2 UPDATE ON PLANNING APPLICATIONS

17/5534N	1, Westgate Park, Hough, CW2 5GY	Proposed orangery to rear. <i>Approved with conditions – 22nd November 2017</i>
17/5609N	48, Pit Lane, Hough, CW2 5JQ	Proposed single storey extension to create a disabled persons bedroom and ensuite. <i>Approved with conditions – 14th December 2017</i>
17/3846N	Basford Old Creamery, Newcastle Road, Chorlton, CW2 5NQ	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>Decision Target Date 19th January 2017</i>
17/3850N	Basford Old Creamery, Newcastle Road, Chorlton, CW2 5NQ	Removal of condition 9 on application 16/1987N - New industrial building replacing existing buildings, retaining B1, B2 and B8 classifications. <i>Decision Target Date 19th January 2017</i>
16/3829W	Casey Lane Stables, Casey Lane, Basford, CW2 5NH	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 – 28th March 2017</i>

17.74 FINANCIAL MATTERS

17.74.1 TO RECEIVE AN UPDATE ON SPENDING VS BUDGET TO THE END OF NOVEMBER FROM THE CLERK

The Council received an update on spending against budget from the Clerk.

17.74.2 TO CONSIDER AND AGREE THE BUDGET AND PRECEPT FOR THE 2018/2019 FINANCIAL YEAR

The Council received a report from the Clerk. The budget and precept for 2018/2019 were considered and agreed. See appendix 1.

Resolved: That the precept request for 2018-2019 be £25,500.

17.74.3 TO NOTE RECEIPT OF THE AUDIT ARRANGEMENTS FOR 2018/2019

The Council noted receipt of the audit arrangements for the financial year 2017/2018. The Clerk reminded the Council that as their turnover is over £25,000, they would not be able to apply for an exemption from audit.

17.74.4 TO NOTE RECEIPT OF THE NOTIFICATION OF THE CHESHIRE EAST PRE-BUDGET CONSULTATION AND THE EVENT ON THE 19TH DECEMBER 2017.

The Council noted receipt of the pre-budget consultation.

17.74.5 UPDATE ON THE TRANSPARENCY FUND APPLICATION

The Clerk informed that the application to the transparency fund had been successful and funding received for laptop, printer and software. The purchase of these would be passed to the new Clerk.

17.68.1 TO APPROVE PAYMENTS MADE BY THE COUNCIL

Resolved: The following payments were approved:

Clerk's Salary November	£433.33	S/O
Clerk's mobile phone costs contribution November	£10.00	S/O
Clerk travel expenses	£5.40	Cheque
Clerk – Ink cartridges	£41.70	Cheque
Mr J Rance – grass cutting November *	£460.00	S/O
Mr M Webster – Landscaping November	£380.00	S/O
A Broome – reimbursement – gift card, stamps, paper, ink	£125.39	Cheque
Production of newsletter – C Jardine	£25.00	Cheque
Newsletter delivery – S Hodson	£30.00	Cheque
Shire pay Services (Q2 and Q3 payroll)	£51.00	Cheque
Pulse Publishing	£156.00	Cheque
Neighbourhood Plan costs:		
Thomson Panning (Neighbourhood Plan Consultant)- November	£204.00	cheque
Keele students Union – printing costs **	£135.00	cheque
TOTAL	£2,056.82	

Retrospective - *

*- **Standing Order currently being set up.**

** - **retrospective**

17.68.2 CURRENT BALANCES AS OF 30th November 2017

Balance in NATWEST 30 th November 2017	£22,030.57
Balance in Yorkshire current account as of 30 th November 2017	£6,740.16
Balance in Yorkshire Savings Account as of 30 th November 2017	£2,952.61
TOTAL	£31,723.34

17.69 CLERK, CHESHIRE EAST COUNCILLOR'S AND PARISH COUNCILLORS' REPORTS

- Cllr Clowes updated the Council regarding progress on the neighbourhood Plan.
- Cllr Clowes provided an update regarding the upgrade to street lighting in Hough.
- Cllr Bennion raised an issue regarding hardcore placed on Common Land seemingly to create a path by a resident.

17.70 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC

In accordance with Standing Orders, members of the public are invited to ask Questions or address the Parish Council.

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

17.71 PART 2 – RECRUITMENT OF A NEW CLERK AND RFO

The Council resolved to appoint a new Clerk and Responsible Financial Officer.

The meeting closed at 21:05

DATE OF NEXT MEETING:

The next meeting will be the Meeting on the 8th January 2018, 7:30 pm, at Hough Village Hall.

Chairman:

Date:

Appendix 1

HOUGH AND CHORLTON PARISH COUNCIL - BUDGET AND PRECEPT 2018-2019

EXPENDITURE	Expenditure 2015/2016	Expenditure 2016/2017	Total expenditure 2017/2018 as of 31st December 2017	Predicted Total Expenditure 2017/2018 by 31st March 2017	BUDGET 2018/2019	PRECEPT
Clerk's Salary inc tax	£5,080.80	£5,100.00	£3,899.97	£5,200.00	£5,200.00	£5,200.00
Payroll Costs (Paid annually)	£132.00	£96.00	£76.50	£102.00	£110.00	£110.00
Clerk + councillor Travel Expenses	£80.85	£82.25	£110.28	£140.00	£150.00	£150.00
Lengthsman (£1250 received as Compact) *	£1,586.68	£1,620.00	£825.00	£1,600.00	£1,250.00	£0.00
Grass Cutting and Landscape	£10,180.94	£10,200.00	£6,892.00	£10,380.00	£10,750.00	£10,750.00
Grass Cutting			£3,220.00	£5,520.00		
Hedge Cutting			£252.00	£300.00		
Landscaping			£3,420.00	£4,560.00		
Subscriptions:	£469.88	£547.65	£492.65	£572.65	£625.00	£625.00
ChALC - Annual Subscription			£475.65	£475.65		
ChALC - Local Council Review publication			£17.00	£17.00		
SLCC Membership			£0.00	£80.00		
Newsletter:	£578.00	£586.00	£336.00	£366.00	£500.00	£500.00
Newsletter Production			£50.00	£50.00		
Delivering Newsletter			£60.00	£60.00		
Newsletter Printing			£256.00	£256.00		
General admin:			£959.47	£1,410.00	£1,500.00	£1,500.00
Postage	£40.87	£30.52	£43.14	£60.00	£60.00	£60.00
Telephone	£35.00	£120.00	£90.00	£120.00	£120.00	£120.00
Stationery:						
Print cartridges	£71.69	£249.16	£457.50	£550.00	£450.00	£450.00
Other Stationery	£39.29	£50.03	£88.83	£110.00	£120.00	£120.00
Insurance (Paid annually)	£265.00	£275.00	£280.00	£280.00	£300.00	£300.00
Village Hall Hire (Paid annually)	£99.00	£209.00	£0.00	£110.00	£250.00	£250.00
Website Hosting	£192.00	£180.00	£180.00	£180.00	£200.00	£200.00
Website Redevelopment	£0.00	£672.00	£0.00	£0.00	£0.00	£0.00
Laptop/software printer	£0.00	£0.00	£0.00	£800.00	£0.00	£0.00
Village Hall Contribution:	£0.00	£550.00	£750.00	£750.00	£2,000.00	£2,000.00
Tidying outside - M Webster		£195.00	£0.00	£0.00	£0.00	£0.00
Use of water at Village Hall		£0.00	£200.00	£200.00	£200.00	£200.00
Common:	£360.00	£0.00	£0.00	£1,200.00	£750.00	£750.00
Audit Fees:	£320.00	£240.00	£432.00	£432.00	£450.00	£450.00
Internal Audit (Paid once annually)			£192.00	£192.00		
External Audit (Paid once annually)			£240.00	£240.00		
Training	£70.00	£253.00	£130.00	£250.00	£300.00	£300.00
S137 Donations/payments	£25.00	£161.01	£129.70	£150.00	£150.00	£150.00
SID Top-up	£75.00	£130.00	£20.00	£50.00	£60.00	£60.00
Noticeboards (repair and purchase)	£500.00	£0.00	£0.00	£3,500.00	£0.00	£0.00
Community Pride Entrance fee	£50.00	£0.00	£0.00	£50.00	£75.00	£75.00
Unexpected one off costs	£827.56	£718.53	£365.62	£365.62	£1,000.00	£1,000.00
Speed stickers			£42.80	£42.80		
Planning Consultant			£11.38	£11.38		
Payment for LOGO			£50.00	£50.00		
Donation to Graveyard			£200.00	£200.00		
Dafodil bulbs			£61.44	£61.44		
Defibrillators	£0.00	£4,386.00	£0.00	£0.00	£0.00	£0.00
Neighbourhood Plan	£0.00				£1,400.00	£1,400.00
TOTAL excluding the Neighbourhood Plan	£21,079.56	£26,651.15	£15,799.19	£26,848.27	£26,595.00	£25,420.00

Predicted bank balance as of 31st December 2017 ~ £29,300
 Predicted payments still to be made in 2017/2018 (discounting the NP) ~ £11,000
 Predicted bank balance as of 31st March 2018 ~ £18,300
 Money held on behalf of the NP Group ~ £6000
 Predicted bank balance as of 31st March 2018 discounting the NP money ~ £12,300
 £5000 needs reserving for unexpected election costs
 General reserves predicted to be ~ £7300