

MERE PARISH COUNCIL
MINUTES OF THE MERE PARISH COUNCIL MEETING
HELD ON MONDAY 3RD JULY, 2017
AT 7.30PM, THE MERE

PRESENT

Cllr J Duncalf
Cllr D Norcott
Cllr J Patterson (In The Chair)
Cllr J Wright

APOLOGIES

Cllr J McGuire
Cllr B Reynolds
Cllr L Reynolds
Cllr D Walker

Mr Chris Burrows, Costain
Mr Steve Abbots, Steven Abbott, Associates LLP, Chartered Town Planners
Cllr Olivia Hunter, Cheshire East Council

Four members of the public

ACTION

1 **MINUTES**

The minutes of the Mere PC meeting held on the 8th May 2017 were proposed by Cllr Patterson and seconded by Cllr Wright to be a true and correct record. All Agreed.

2 **DECLARATION OF INTEREST**

None declared.

3 **MATTERS ARISING**

It was agreed that all matters arising from the previous meeting are covered under the agenda headings.

4 **POLICE REPORT**

No Police present to give a report.
The meeting with the Police and Crime Commissioner held on the 22nd June at Macclesfield had been attended by Cllr Walker who will be asked to give a report at the next Mere PC meeting.

DW

5 **KNUTSFORD TO BOWDEN BY PASS**

At the opening of the A556 by pass Cllr G Coenen, High Legh Parish Council, spoke to Cllr Brown (Cheshire East Council) about how the new road is impacting local traffic. Cllr Brown agreed to have a meeting with two councillors from each local council. This will be held on the 18th July, 5pm at High Legh Village Hall.
Cllr Walker and Cllr Norcott will represent Mere PC at the meeting.

DW/DN

6 **DE-TRUNKING – B5569**

Councillors voiced the concern of Mere residents with regards the disruption of the local road system whilst the de-trunking is carried out. Specifically the long delays and the lack of information from Costain as to what is happening. An e-mail had been received from Penny and Nick Pinson who live at Lavender Barn, Bowden View Lane asking why is the de trunking work taking so long and causing chaos in the meantime? Mr Burrows apologised for the delayed dates and not meeting people's expectations. He explained that the drainage issue in Mere is a much larger project than originally thought and thus taking longer to sort out. An extra one million pounds has been put towards the project.

Mr Burrows stated that it will be the end of October before MereCrossroads junction will be able to take more traffic. He also commented that the contract to de trunk the road ends mid November, after which the responsibility of the road will be handed over to Cheshire East Council.

Mr Burrows will be putting together a newsletter to be sent to all residents in Mere giving the up to date news about the road progress.

Mere Parish Council has received complaints about the cycle lane on Chapel Lane bridge. Mr Burrows confirmed that the cycle ledger has now been taken off and a white line painted down the centre of the road. Hopefully this will encourage vehicles to stay on the correct side of the road.

Mr Burrows has confirmed that the speed cameras on the B5569 will be taken down as part of the de trunking work.

Mr Burrows left the meeting at approximately 8:30pm.

The council voiced great concern with regards the forth coming RHS Flower show at Tatton Park. Cllr Duncalf had attended a meeting at Tatton Park where it was announced by the RHS representatives that the MereCrossroads junction will be sufficiently completed in time for the show, to allow two way traffic through. However, Mr Burrows had stated this was never planned to be the case for the time of the show.

The council agreed that the Chairman will contact Mr Alex Brunel at SEP events, the traffic management company for the RHS show stating that if they have based their plans on the fact that the Merecrossroad junction will be able to take two way traffic then they need to revise their plans!

7 POLLUTION MONITORING

Phil Mason from Cheshire East Council has replied to our e-mail as follows:

“In terms of the automatic analyser there is funding that will be made available from Highways England to relocate the unit once the old A556 de trunking work is completed. At this time we will look to re-locate the unit out of that area. We will be looking to keep the majority of the diffusion tubes in situ for at least 12 months post A556 by-pass opening to confirm the need to revoke or amend the Air Quality Management Area.”

8 MANCHESTER AIRPORT

At the previous meeting Wendy Sinfield stated that Manchester Airport will be contacting Mere PC to begin the process of consultation. However, the only response received since the last meeting has been an envelope containing about thirty copies of the 2016 flight data and another envelope containing copies of the 2016 arrivals information.

The Chairman closed the meeting to allow Mr and Mrs Walsh (who live on Mereside Road) to voice concern about what they believe to be increasing aircraft noise over their home. The meeting was re-opened after they had spoken.

9 BONFIRE EVENT – 4TH NOVEMBER 2017

We have received in writing from Lightech Sound and Light stating that the cost of the firework display this year will be £2150.00. This is £200 less than their original quote but still £260 more than the previous year’s cost. They have also requested a deposit of £975 to be paid as soon as possible.

Cllr Wright suggested another advertising banner be purchased and positioned on the railings by the cenotaph. It was agreed that Cllr Duncalf will speak with Mr N Stott and ask him if he will purchase the banner as he had arranged the purchasing of the first one.

Nearer the time High Legh Parish Council will be asked if they will advertise our bonfire event on their website.

JD

10 ARCHIVE

Cllr Duncalf has spoken with Mr A Greenway, Chairman of Mere and Tabley Community Club and it has been confirmed that the old map of Mere has not been placed on a wall yet. However when it is it will be displayed in the meeting area and not in the new room.

Carried over from the previous meeting the subject of does the council wish for an engraved plaque to be placed on the map frame and if so what is it to say?

It was agreed that Cllr Duncalf will speak with Mr Stott to find out what he has in mind as he is the person making the suggestion.

JD

11 THE REPAIR SHOP – NEW BBC2 SHOW

Cllr Duncalf has contacted Ian Crowder, Head of Public Relations at the AA asking for permission to allow the BBC show to repair the AA box in Mere. A reply has been received dated the 6th June stating that the AA has just approved a quote for refurbishment of the box and the work should be starting soon.

12 DEFIBRILLATOR

Mr Greenway has confirmed that Mere and Tabley Community Club does have a defibrillator which is accessible whilst the club is open.

13 VILLAGE GATEWAYS

This item has been carried over from the previous meeting. However due to a poor attendance of councillors it was agreed to carry this subject over to the next meeting for discussion.

14 RHS FLOWER SHOW – 19TH TO 23RD JULY AT TATTON PARK

The council had received six complimentary tickets.

15 PARISH MAINTENANCE

Cllr Duncalf has spoken with Dominic Fenton about which areas to maintain within the parish whilst the de-trunking work is being carried out.

16 BUS NO: 289

At the previous meeting the question was raised by a resident as to what is going to happen with the bus service along Chapel Lane (No: 289)?

Information obtained from Cheshire East Council states the proposed new route will be from Knutsford Bus Station straight through to Altrincham Railway station. Therefore missing out Clamhunger Lane, Bucklowhill, High Legh, Little Bollington, Stamford Arms and Bowden Church. These areas will be covered by the Little Buss service.

An e-mail has been received from Cheshire East Council about the support Bus Service Review. The consultation closes on the 26th July.

The council agreed for Cllr Patterson to complete the questionnaire.

JP

17 CLAMHUNGER LANE – TATTON PARK TRAFFIC MANAGEMENT

Cllr Walker had informed Mere PC prior to this meeting that the “Road Closed” signs had not been placed at either end of the lane during recent events at Tatton Park as originally agreed.

Mr Graham Jones from Tatton Park however, confirmed that the “Road Closed” signs were put out but it would seem between 7am and 8am they were removed and could not be found! He has assured Cllr Walker that the situation will be monitored at the next event.

18 M6 JUNCTION IMPROVEMENT SCHEME – UPDATE

Notification has been received stating that Option A improvement scheme has now been agreed upon.

19 PLANNING APPLICATION DETAILS

- i There have been five new planning applications since the last Mere PC meeting. The details are recorded in the Planning Book.
- ii **White Cottage, Moss Lane, Mere**
Proposal: Lawful development certificate for an existing use – Town and Country Planning (Use classes orders) 1987, use class C3 (a) – use as part of the single dwelling house and curtilage known as White Cottage, Moss Lane.
Application No: 17/2906M
 Mr Steve Abbots from Steven Abbott, Associates LLP, Chartered Town Planners Acting on behalf of the owners, Mr and Mrs Marsden explained to the meeting more about the above application and answered questions. Mr Abbots then left the meeting.
 The councils opinion is that there does not appear to be any problem with the application and an official notification stating the councils opinion will be sent to Cheshire East Planning Department the next day.

20 RESPONSIBLE FINANCIAL OFFICERS REPORT

- i The sum total in the cheque account at the beginning of this meeting is £3682.35
 Of which £194.42 belongs to the Archive Fund.
- ii Paid into the cheque account on the 13th June the sum of £1059.81
 This is the VAT claimed back from the financial year ending 31st March 2017.
- iii Pension Scheme – At the previous Mere PC meeting it had been agreed to use the pension company called NEST.
 In order that the council met its legal obligations Shire Accountants were instructed to act on our behalf.
 On the 31st May a letter was sent to the Clerk on behalf of Mere PC stating that as the Clerk did not meet the three criteria necessary then she will not become a member of the scheme automatically. The three criteria being as follows:
- You earn over £192 per week (or £833 per month)
 - You are aged over 22 years or over
 - You are under state pension age
- The council received a letter from The Pension Regulator dated the 22nd June acknowledging the declaration of compliance.
 At this stage Mere PC does not have to do any more. It will be reassessed in two years or when someone new joins Mere PC on the payroll.
- iv Transparency Code Funding – The Clerk has submitted an application to apply for funding the Mere Parish Council web site. Grants of up to £500 are available to cover the cost of setting up a new website or updating an existing website in order to comply with the Transparency Code.
- v Internal Auditor – The accounts have been returned to the council from the Internal Auditor. They have stated that the council's system of internal controls is in place, adequate for the purpose intended and effective subject to the recommendations reported in the action plan.
 The recommendations are as follows:

ISSUE ONE

The incorrect accounts are included on the annual return. The two un-presented cheques for the year (cheque No: 100710 for £150 and cheque No: 100711 for £93.27) which are actual payments have not been included in 'Other Payments' in the annual return, with the result that the carried forward balance on the annual return of £1720 does not agree with the accounts which correctly show a carried forward balance of £1477 (rounded).

RECOMMENDATION

The Annual Return should be amended to show the following correct accounts.

Box 6 'All other payments'	£8137
Box 7 'Balances c/f'	£1477
Box 8 'Cash and Investments'	£1477

MERE PC RESPONSE

Cllr Duncalf proposed that the above amendment be made to the annual return. Seconded by Cllr Patterson. All agreed.

ISSUE TWO

The Financial Regulations (FRs) and Standing Orders (SOs) should be updated to reflect current best practice.

RECOMMENDATIONS

The FRs and SOs should be reviewed using NALC Model FRs and SOs as a guide.

MERE PC RESPONSE

The Clerk will look into updating the FRs and SOs.

21 ACCOUNTS FOR PAYMENT

- | | | |
|-----|---|------------------------|
| i | The Clerk for 95 hours worked during April, May and June 2017 and 54 hours after having reconciled last year's hours
Cheque made payable to
"Kathryn J Whitlow"
Cheque No: 100723 | £1425.73 Agreed |
| ii | PAYE relating to the Clerk
Cheque made payable to
"HM Revenue & Customs Only 120PD003375521702"
Cheque No: 100724 | £370.60 Agreed |
| iii | Invoice from Cheshire Association Of Local Councils
for when Cllr Walker attended the Equality and Diversity training on the 10 th May 2017.
Cheque made payable to
"Cheshire Association Of Local Councils"
Cheque No: 100725 | £035.00 Agreed |
| iv | Invoice from JDH Business Services Ltd for the Internal Audit
Cheque made payable to
"JDH Business Services Ltd"
Cheque No: 100726 | £195.60 Agreed |

- v *Deposit for the firework display to be held on the 4th November 2017* £975.00 **Agreed**
Cheque made payable to
“Lightech Sound and Light Ltd”
Cheque No: 100727

*Cllr Wright proposed that the above invoices be paid. Seconded
by Cllr Patterson. All agreed.*

22 NEW BUSINESS

- i **Cheshire East Highways** – *An e-mail from Lee Glover introducing himself as the new Local Highways Officer within Cheshire East responsible for Highway Maintenance within our area.*
- ii **2017/18 Scheduled Gully Emptying Programme** – *An e-mail has been received from Andy Simpson, Senior Highways Officer informing Mere PC that gully emptying operations will begin in our area on Route 12 High Legh and Mere on the 4th July and are programmed to be completed by 20th July.*

23 *The date of the next Mere Parish Council meeting will be the 4th September, 7:30pm at The Mere, Chester Road, Mere.*

24 ITEMS INTRODUCED BY COUNCILLORS

- i *Cllr Wright requested that Winterbottom Lane be on next meeting’s agenda.*
- ii *Referring to the de-trunking work on the B5569 Cllr Norcott suggested that Mere PC make a snagging list before the project finishes. This will be included on the next Mere PC meeting’s agenda.*
- iii *Cllr Duncalf explained that the reason why the flowers around the cenotaph have not been watered is because with all the de-trunking work it is difficult to get to them. As soon as the de-trunking work has been completed Cllr Duncalf will resume watering the plants.*
- iv *Cllr Patterson asked the councillors for their thoughts about holding the Mere PC meetings at Mere and Tabley Community Club in the future?
It was agreed that Cllr Duncalf will enquire how much it will cost at the Community Club. This item to be discussed further at the September meeting.*

The Chairman closed the meeting at approximately 9:45pm.

Signed:

Date: