

MERE PARISH COUNCIL
MINUTES OF THE MERE PARISH COUNCIL MEETING
HELD ON MONDAY 23RD OCTOBER, 2017
AT 7.30PM, THE MERE

PRESENT

Cllr J Duncalf
Cllr D Norcott
Cllr J McGuire
Cllr J Patterson (In The Chair)
Cllr B Reynolds
Cllr L Reynolds
Cllr D Walker
Cllr J Wright

APOLOGIES

Mr C Burrows (Costain)

Cllr O Hunter, Cheshire East Councillor
Two members of the public

ACTIONS

1 **MINUTES**

The minutes of the previous meeting held on the 4th September 2017 were proposed by Cllr Norcott and seconded by Cllr Duncalf to be a true and correct record. All agreed.

2 **DECLARATION OF INTEREST**

Cllr Norcott and Cllr Wright declared an interest regarding item number 7, HS2 on the agenda.

Cllr Wright wished it to be recorded that he should have declared an interest at the previous meeting held on the 4th September with regards to HS2.

3 **MATTERS ARISING**

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

4 **POLICE REPORT**

No police were present to give a report.

5 **KNUTSFORD TO BOWDEN BY-PASS**

Cllr Norcott reported pieces of tyres, litter and even a mudguard along the new bypass. Who will be responsible to clear the items?

Cllr Duncalf proposed that Mere PC write to Paul Hampson at English Highways.

Seconded by Cllr Norcott. All Agreed.

Cllr Patterson will write a letter and forward it to the Clerk to send.

JP/KJW

6 **DE TRUNKING B5569**

On the 24th September Cllr McGuire, Cllr Walker and Cllr Norcott walked the route and put together a snagging list including pictures. Cllr McGuire then sent it to Mr Burrows at Costain and Simon Skates from Cheshire East Council.

The snagging list was discussed at a meeting with Costain on the 27th September.

Cllr McGuire recorded the response to the snagging list and forwarded it to all the Mere councillors. Cllr McGuire proposed that Simon Skates, Chris Burrows and Paul Hampson be invited to a meeting with himself and Cllr Norcott. Seconded by Cllr Norcott. All agreed.

Cllr McGuire will arrange the meeting and report back to the council at the next parish council meeting on the 4th December.

JM/DN

Cllr Reynolds raised concern about the speed which vehicles are travelling along the B5569 and suggested looking into possible speed calming measures. At the Mere PC meeting in September a company had written to the council (Morelocks) advertising its GR33CL Radar speed feedback signs. The Clerk will bring the information to the December council meeting for further discussion.

KJW

Opening Ceremony B5569 and Cyclist, Pedestrians and Equestrians Path – an invite from Paul Hampson (Project Manager A556 Knutsford to Bowden) inviting a representative from Mere PC to attend the opening ceremony on Friday 3rd November at Mere and Tabley Community Club starting at 10.00am. It was agreed that Cllr L Reynolds will attend.

LR

Pollution Monitoring Equipment On B5569 – The council was informed that Cheshire East Council cannot remove the equipment until they have money to safely remove the concrete base.

7 HS2

A resident has voiced concern asking what Mere PC is doing about HS2? The council's response to this is that it cannot do anything at this stage. All residents are receiving notification from HS2 as to regards its progress and stage of development. Cllr McGuire suggested that a HS2 link be put on the Mere PC website. All agreed.

KJW

8 TRANSPARENCY CODE GRANT

The Clerk informed the council that the application for grant money to be used to ensure that Mere PC conforms to the Transparency Code has been successful. The council has been awarded £840 which will be spent on getting the council's website up to the necessary standard.

9 MERE PARISH COUNCIL WEB SITE

The Clerk has forwarded a link to all Mere Parish Councillors prior to this meeting to allow them to view the Mere PC website before it goes live.

There are a few items to be updated such as stating that the by-pass has now been completed, the junctions at Bucklowhill and Mere have been redesigned and the old A556 has now been de trunked and called the B5569.

The council was very happy with the layout of the web site.

Once the clerk has ensured that the above few amendments have been made the web site will go live.

KJW

10 MANCHESTER AIRPORT

Cllr Patterson and Cllr McGuire attended a meeting at the airport on the 19th September. Cllr McGuire reported that the meeting informed people about what will be happening in the future at the airport. It was not a consultation meeting. There was no information about flight paths which may affect Mere.

Cllr McGuire will forward the slides from the meeting to the Clerk who will then send them out to the Mere PC councillors for information.

JM/KJW

11 ARCHIVE

Cllr Duncalf has arranged for a plaque to be engraved and placed on the old picture of Mere. It will then be placed on the wall at Mere and Tabley Community Club before the bonfire event.

12 WINTERBOTTOM LANE/HOO GREEN LANE

Cllr Olivia Hunter, Cheshire East Councillor, has spoken to Simon Wallace at the Highway meeting held in September when he assured her that the chippings are to be placed in Winterbottom Lane. However, they are coming from another area that is being overhauled. On the 16th October Cllr Hunter asked Simon Wallace for the latest update on the situation and is currently waiting to hear his reply.

Cllr Hunter said she will continue to follow this up with Simon Wallace.

The Chairman thanked Cllr Hunter for her hard work.

OH

13 FOOTPATHS (OVERGROWN) AND MOSS LANE (OVER HANGING TREES AND POT HOLES IN THE ROAD)

As Simon Skates was not able to attend this evenings meeting it was agreed that Cllr McGuire and Cllr Norcott will raise the issues of footpaths and Moss Lane with him when they meet to discuss the de-trunking work.

JM/DN

14 BONFIRE EVENT – 4TH NOVEMBER

Neil Stott has arranged the extra insurance cover which is at the request if Mere and Tabley Community Club.

Having found out that the quantity of toys left over from last year (listed below) it was agreed that only one box of Flashing Foam Sticks need to be ordered by Neil Stott.

Stock left over from previous year

47 Flashing star wanda

30 Flashing foam sticks

61 Fibre optic torches

2 boxes of small sparklers

The raffle tickets will be sold at £1 a strip or 6 strips for £5.

Cllr Duncalf will buy raffle prizes but the more people who can donate a raffle prize the better.

The Clerk has provided tins containing float money for the following.

Gate – Float of £100

Raffle – Float of £100

Toys – Float of £60

The above float money to be returned to the Clerk after the event.

Cllr Duncalf informed the council that helpers will be required at 8am on the Sunday morning to help clear the cricket ground as a football club wishes to use the ground.

Posters advertising the event were handed out to the councillors to display around the parish.

*The following **jobs on the night** were allocated.*

***On the gate** – Cllr Linda and Cllr Bernard Reynolds*

***Selling the toys** - Cllr Patterson*

***Selling Raffle Tickets** – The Clerk, Cllr Duncalf and Cllr Walker.*

***Looking after the fire** - Cllr Norcott*

***Car Parking attendants** - Cllr McGuire and Mr Walker*

Councillors and helpers on the night to be at the club for 5:30pm.

Manchester Airport has given the council two complimentary tickets for the Academy of St Martin in the Fields to be held on the 22nd January 2018 at Bridgewater Hall. They will be used as a raffle prize.

15 RISK ASSESSMENT – REVIEW

Each year the council's Risk Assessment is reviewed

Cllr Duncalf proposed that the risk assessment stay the same as last year. Seconded by Cllr Patterson. All agreed

16 PLANNING APPLICATIN DETAILS

There have been three new planning application and two decision notices received since the last Mere PC meeting. The details are recorded in the Planning Book.

17 RESPONSIBLE FINANCIAL OFFICERS REPORT

- | | | |
|-----|---|----------|
| i | <i>The sum total in the cheque account at the beginning of this meeting is of which £194.42 belongs to the Archive Fund.</i> | £5304.92 |
| ii | <i>Paid into the cheque account on the 8th September the sum of Transparency Code Grant.</i> | £840.00 |
| iii | <i>With regards to the Internal Audit recommendations that we need to update The FRs and SOs, the Clerk has yet to do this.</i> | |
| iv | <i>External Auditors Response – “There were no matters which came to our attention which required the issuing of a separate additional issues arising report”.
Cllr Wright proposed that annual return including the External Certificate be approved and accepted by the council. Seconded by Cllr L Reynolds.
All agreed.</i> | |
| v | <i>A letter has been received from BHIB Ltd introducing themselves to Mere PC as our insurance provider and stating that they will contact us three weeks before our insurance renewal date. They also state that apart from a small change in Insurance Premium Tax the coverage and premium for our insurance renewal will remain the same.</i> | |

18 ACCOUNTS FOR PAYMENT

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|-----|--|-----------------------|
| i | <i>The Clerk for hours worked during July, August and September
Cheque made payable to
“Kathryn J Whitlow”
Cheque No: 100730</i> | £806.04 AGREED |
| ii | <i>PAYE – Cheque made payable to
“HM Revenue and Customs Only 120PD00337552”
Cheque No: 100731</i> | £201.60 AGREED |
| iii | <i>Mere Cricket Club for allowing us to use the cricket ground for the bonfire event.
Cheque made payable to
“Mere Cricket Club”
Cheque No: 100732</i> | £50.00 AGREED |
| iv | <i>Invoice from Prism Design and Print for printing the Autumn newsletter
Cheque made payable to
“PrismStudio Ltd”
Cheque No: 100733</i> | £114.54 AGREED |
| v | <i>For the stamps bought to post the newsletter the sum of
Cheque made payable to
“Jean Duncalf”
Cheque No: 100734</i> | £198.36 AGREED |

- vi *The extra insurance cover for the bonfire event* £162.56 **AGREED**
Cheque made payable to
“Barnett Jones and Cooke Ltd”
Cheque No: 100735

- vii *Invoice from BDO Ltd for the External Audit* £120.00 **AGREED**
Cheque made payable to
“BDO LLP”
Cheque No: 100736

- viii *Remembrance Day Poppy wreath provided by the British Legion* £20.00 **AGREED**
Cheque made payable to
“Kathryn J Whitlow”
Cheque No: 100737

- ix *Receipt handed in by Jean Duncalf for having the plaque engraved and placed*
on the old map of Mere £23.99 **AGREED**
Cheque made payable to
“Jean Duncalf”
Cheque No: 100738

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

19 NEW BUSINESS

i *The Chairman thanked Cllr Duncalf for her hard work during the last ten years in which she produced the Mere Parish Council newsletter. From now on all items of news will be published on the website.*

ii *Remembrance Day - Cllr Patterson will lay the Remembrance Day wreath at the cenotaph on Sunday 12th November. Councillors to be there for 10:45am.*

iii *Cheshire East Borough Council have forwarded a copy of a Tree Preservation Order served on the 19th September referring to Mere-Hoo Green, land to the south of Warrington Road. Mere PC’s opinion is that it is not justified. Cllr L Reynolds proposed that a letter objecting to the tree preservation order be written. Seconded by Cllr Patterson. Cllr Duncalf will draft a letter which the Clerk will then send to Cheshire East Council. A copy to be forwarded to Mr Bloor, whose land the tree preservation is on.*

JD/KJW

iv *Tatton Park – There will be a Vision Update meeting on Wednesday 15th November at Tatton Park. Cllr Duncalf will attend. Cllr Walker will also attend if available on the day.*

JD/DW

20 *The date of the next meeting will be Monday 4th December, 7.30pm, The Mere, Chester Road.*

21 ITEMS INTRODUCING BY COUNCILLRS

i *Cllr Norcott stated that trees along the A50 are in need of cutting back. This will be on the agenda for discussion at the next meeting.*

The meeting closed at 9:30pm.

Signed:

Date: