

MERE PARISH COUNCIL
MINUTES OF THE MERE PARISH COUNCIL MEETING
HELD ON MONDAY 4TH DECEMBER, 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 J Wright

APOLOGIES

Cllr D Walker
Cllr O Hunter (CEC)

Mr C Burrows, Costain
Mr S Skates, Cheshire East Council
Mr P Hampson, Highway England
Five members of the public

ACTIONS

1 MINUTES

The minutes of the previous meeting held on the 23rd October were proposed by Cllr L Reynolds 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 HS2 on the agenda.

3 MATTERS ARISING

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

4 POLICE REPORT

PCSO Emma Darroch and PCSO Gary Fulton had been notified about this evenings meeting however they were not present to give a report.

5 KNUTSFORD TO BOWDEN BY-PASS

A letter from Paul Hampson (Highways England) in response to the councils letter dated the 10th November was read out to the meeting. The letter concluded quote.... "Prior to handover to the local authority joint inspections are also carried out with Cheshire East. Any outstanding works or defects will also be identified as part of this process and will be rectified by our contractor."

Cllr Patterson voiced concern about the litter already gathering on the new by-pass.

Mr Hampson stated that the road will be litter picked.

Cllr McGuire commented that in the past Mere PC have not received a good response from Cheshire East Council or Highways England when litter picking/road sweeping has been requested.

Mr Hampson advised that any concerns we have should be directed to Highways England information line. Mr Burrows will forward the contact line details to the Clerk.

CB

6 DE-TRUNKING B5569

The Mere Crossroad junction was officially completed and opened on the 2nd November. As the meeting with Mere PC, Simon Skates, Chris Burrows and Paul Hampson had been Cancelled on the 30th November they had agreed to attend this evening's council meeting instead to answer questions.

Bucklowhill Junction – *Cllr McGuire voiced concern about the area behind the BP garage on Chester Road as it is very untidy and over grown.*

Chris Burrows replied that he will ask the people at the garage if they will clear it. However if they do not agree to do so then he will ensure that Costain clears it.

CB

Mr Skates was asked if Cheshire East Council will repoint the wall round the cenotaph and repaint the Cheshire black and white railings. His reply was that there is uncertainty as to who owns or has responsibility of the railings. The Clerk informed the Chairman that Mere PC replaced the railing with new in 2011 and painted them.

Cllr Norcott pointed out to Chris Burrows that the signage at Merecorner junction is too far forward.

The hard standing area on the corner of Cicely Mill Lane and Mereside Road opposite the Swan car park is to be returned to a grass bank to deter overnight parking.

There is a very untidy area on the corner of the B5569 and A50 adjacent to the AA box.

Mr Burrows was asked when it will be tidied.

Bund – *The bunding work is now complete and Cheshire East Council will be responsible for its maintenance. Mr Skates agreed that the bunding may have to be reviewed later.*

If any has to be renewed due to a defect then Highways England will pay.

Mr Hampson pointed out that there is a snagging list with regards to the de-trunking work which Highways England is still working through. At the present time it is down to twenty three items still to do.

Bridleway – *Cllr Norcott asked who will look after the maintenance of the bridleway?*

Mr Skates replied that Cheshire East Council will be looking after it but if there is anything which needs attention please report it on the Cheshire East Highways fault reporting page.

Cycle Path – *Cllr McGuire stated that it is dangerous for cyclists due to loose chippings.*

Mr Skates agreed to have a look and see what can be done to improve it.

SK

Tree and Hedge Trimming/Replacement – *Cheshire East Council will be responsible for hedge trimming along the B5569 and also the A50.*

The hedge row which was taken out between Mere Crossroads and the entrance to Mere Estate will be replaced by Costain.

Cllr McGuire stated that the hedges need cutting back and footpaths clearing. The area from Mere Crossroads to Tabley is very bad. Mr Burrows stated that it has been done recently but it was reported that the contractor threw the cuttings over the hedge, since which a resident has thrown them back into the B5569!!

Traffic Calming – *Cllr McGuire reported that already there is an issue with speeding motorists on the B5569. The suggestion of flashing signs reminding motorists about their speed was made.*

Mr Skates stated that the speed limits are still being assessed by Highways England and Cheshire East Council. Therefore there is a possibility that they may be changed.

Cllr L Reynolds proposed that Mere PC write to Cheshire East Council stating the councils concern about speeding motorists. Seconded by Cllr Patterson. All agreed.

The Clerk will write to Mr Rob Welsh at Cheshire East Council and copy Simon Skates in **KJW**
A letter received from Dr D A W Johnson who lives at Lyndhurst, Warrington Road was read out. The contents which supported the new 30mph speed limit approaching Mere Crossroad lights. However he also states that the signposts at the Knutsford end are placed at the wrong site. He believes they should be placed at a greater distance away from the lights. The letter had been signed by five local residents. Mr Skates took note of this issue.

Mr McGuire stated it would be helpful if there was a sign at the end of Mereheath Lane directing traffic towards Altrincham. Mr Skates stated that all the signage in the area will be reviewed.

Chapel Lane – *Cllr Wright asked who will repair the roadside along Chapel Lane which has been damaged when cars have been forced onto the verge?*

Mr Skates said he will look at this issue.

Cllr Wright asked about the problem of gardens flooding along Chapel Lane. Mr Burrows replied that Costains are still looking into this and that Costains will be responsible to solve the problem of flooding.

Mr Skates agreed to look at the road signage by Burnt Cottages. He will forward a copy of the plans to Mere PC to view and give their opinion.

SK

Cllr Norcott raised the issue of Costains rubbish being left by the road side. Mr Burrows

replied that if we let Costains know where it is then it can be collected.

Air Quality Equipment – Mr Skates agreed to look into the removal of the air quality equipment on Chester Road.

SK

Cllr Norcott asked Mr Skates if Mere PC could have daffodil bulbs to plant along the B5569? Mr Skates replied that we have just missed this year's planting season but if we remind him just before next year's planting season then he will ensure we are allocated some. SK

Cllr McGuire proposed that a copy of the minutes taken at this meeting be forwarded to Mr Hampson, Mr Skates and Mr Burrows. The Clerk pointed out that the minutes cannot be made public until they have been signed off at the next council meeting on the 29th January 2018.

7 **HS2**

The Clerk has received an e-mail from ChALC stating that due to a very limited response to either the 30th November or the 6th December dates the decision has been taken to postpone the meeting until late January/early February next year. ChALC will be in touch with revised dates

Cllr Norcott suggested hiring a coach for councillors and residents to go to Birmingham and see how things are there. Cllr Patterson suggested this be placed on the next meetings agenda for further discussion.

KJW

8 **WINTERBOTTOM LANE/HOOGREEN LANE**

Cllr Hunter has been chasing Simon Wallace with regards the chippings which he said would be delivered to Winterbottom Lane. However, Cllr Hunter discovered that he had Mere PC mixed up with Pickmere PC. Cllr Hunter has now corrected him.

There are about 20 tonnes of chippings which are to be placed in one of the large pull offs about three quarters of the way down the lane.

The Clerk sent an e-mail to Simon Wallace dated the 16th November asking when they will be delivered but has not received a reply. The Clerk will follow this up.

KJW

Cllr Duncalf proposed that the council also ask for a sign to be put at the end of the lane stating it is a dead end has no passing places and that it is a single track.

Seconded by Cllr Patterson. All agreed.

KJW

9 **MOSS LANE (OVERHANGING TREES)**

The Clerk will write to Mere Estate asking if the trees in Tabley Moss Wood which are overhanging onto Moss Lane can be cut back. Also the trees from Mere Hall entrance as far as Double Wood.

KJW

10 **BONFIRE EVENT**

Mr Stott had been given £250 out of the gate money on the night in order to pay the music man. Mr Stott confirmed that the music man charged £225 meaning he needs to return £25 to the council. Mr Stott returned the £25 to the Clerk.

The estimated attendance at the event is 285 adults plus children 5 years and under. This is quite a reduction when compared to the previous year which can only be put down to the wet weather on the night.

A deficit of £397.68 has been created.

A thank you letter will be sent to Mr Mark Boler for the raffle prizes (meals at The Mere and Stanneylands plus a spa treatment).

KJW

It was agreed that next year we do not need as many A3 posters.

It was agreed that there needs to be a review of the food provided at the event.

Alternative suggestions to the hog roast man are fish and chips or a traditional hog roast on a spit.

It was proposed by Cllr Duncalf and seconded by Cllr L Reynolds that Lightech Sound And Light be booked again to provide the firework display on Saturday 3rd November.

All agreed.

KJW

The Clerk will book Mere and Tabley Community Club.

KJW

The bonfire to be discussed at the July 2018 meeting.

KJW

11 TREE PRESERVATION ORDER – Mere-Hoo Green Lane to the south of Warrington Road

A reply has been received from Chris Hudson, Principle Forestry and Arboricultural Officer, Cheshire East Council stating the TPO does not place any unreasonable restriction on the development of what was Mere Post Office.

Cllr Patterson proposed that Mere PC write to Chris Hudson stating the council accepts his letter. Seconded by Cllr J Duncalf. All agreed.

KJW

12 TATTON PARK – VISION UPDATE MEETING

Cllr Duncalf and Cllr Walker attended a meeting at Tatton Park on the 15th November to hear about the proposals put forward for improved facilities in the stable yard and a replacement Visitor Welcome Kiosk.

Slides were shown illustrating the plans which have been approved by the National Trust and English Heritage.

The central display area will be constructed to house the vintage cars and provide a covered seating area which could be used for a brass band.

The existing barn will be refurbished with a lift installed to meeting rooms on the upper floor.

The yard will be paved in a pattern sympathetic to the history of the site.

A new visitor Welcome Kiosk is planned and visitors will be led into the centre of the stable yard along a new path.

The plans are to be submitted to Cheshire East Council shortly.

13 TREES ON THE A50

This item had already been dealt with under DE trunking B5569.

14 MERE PARISH COUNCIL WEB SITE

This has not gone live yet as there are still a few amendments to be made. Once it does go live a letter will be sent to every house in Mere informing residents of the web site.

Cllr McGuire has sent a photograph to the Clerk of a cyclist group on the B5569. This will be placed on the web site.

KJW

15 BUCKLOWHILL LANE

Cllr Wright who had requested this item be placed on the agenda agreed that the issues he wished to raise had been discussed under the De Trunking item.

16 PLANNING APPLICATION DETAILS

There have been three new planning applications two decision notices and one notification that an application has been withdrawn. The details are recorded in the Planning Book.

17 RESPONSIBLE FINANCIAL OFFICER REPORT

*i The sum total in the cheque account at the beginning of this meeting is £3607.83
Of which £170.43 belongs to the Archive Fund.*

ii With regards the Internal Audit recommendations that we need to update the FRs and SOs this has still to be done.

*iii The council has received letters from HMRC stating that the council is owing money. The Clerk has asked Shires Pay Service to look into this and the outcome was that there had been a misunderstanding in the fact the Clerk is paid every three months and not every month. Shire Pay Service confirmed that the issue had been resolved and we did not owe any money.
A month later another letter arrived from HMRC stating that despite reminders we have still not paid the sum of £116.41. The Clerk again asked Shire Pay Service to look into it and they have now confirmed that there was an under payment in month 2 and month 3 of this year's tax year.
This being so a cheque for the outstanding amount will be made tonight.*

- iv *Budget and Setting the Precept for 2018/19 – a copy of the budget (see below) was handed out to all the councillors.*

MERE PARISH COUNCIL - BUDGET FOR 2018/19 PRECEPT

Precept is paid in two parts, half in April and half in September

Estimate we will have approx £678.07 in the bank March 31st, 2018

ITEM	COST IN PREVIOUS FINANCE YEAR	BUDGET FOR FINANCE YEAR MARCH 2018 - APRIL 2019	NOTES
Clerk	£3,349.49	£3,400.00	
HMRC	£837.00	£850.00	
Clerk Expenses	£957.00	£900.00	
Newsletter	£575.00	£0.00	
Insurance cover	£541.00	£550.00	
External/Internal Audits	£310.00	£320.00	
Parish Maintenance	£1,300.00	£1,400.00	
Tabley Church	£116.00	£116.00	
Wreaths	£20.00	£20.00	
Seminars training	£70.00	£100.00	
CATPC Subs	£175.00	£175.00	
Website	£810.00	£210.00	
CVS - Pay Roll	£96.00	£100.00	
TOTAL REQUIRED	£9,156.49	£8,141.00	
2018-2019 PRECEPT	£7,700.00	7700.00	
ESTIMATED IN BANK 01/04/18		£678.07	
VAT TO CLAIM BACK IN 2018		£536.33	
TOTAL FOR YEAR		£8,914.40	
PROPOSE PRECEPT		£7,700.00	

The Clerk predicts that once the invoices have been paid this evening and all the bonfire event money has been paid into the account there should be approximately £2978.07 in the cheque account by the end of December 30th, 2017. Bills to pay between the 1st January 2018 and the 31st March 2018 are estimated as follows:

Clerk and PAYE £1000

Parish Maintenance £1300

This would mean an estimated figure of £678.07 in the bank account on the 1st April 2018.

Using the above information the Clerk suggested that the precept stay the same at £7700.00

Cllr Patterson proposed that the precept remain at £7700, seconded by Cllr McGuire. All agreed.

18 ACCOUNTS FOR PAYMENT

- i *HMRC – underpayment of PAYE in month two and three of this tax year £116.41*
Cheque made payable to
“HM Revenue & Customs Only 120PD003375521802”
Cheque No: 100739

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| ii | <p><i>Invoice from Chain and Conveyor for the posters printed to advertise the bonfire event.</i></p> <p><i>Cheque made payable to</i>
<i>“Chain & Conveyor”</i>
<i>Cheque No: 100740</i></p> | £60.60 |
| iii | <p><i>Invoice from Parish Council Websites for the Mere Parish Council web design and set up, web hosting 1.11.17-31.10.18 and site updates</i></p> <p><i>Cheque made payable to</i>
<i>“Parish Councils Websites”</i>
<i>Cheque No: 100741</i></p> | £810.00 |
| iv | <p><i>Invoice from Lightech Sound and Light for the remainder of the money which the council owes for the firework display.</i></p> <p><i>Cheque made payable to</i>
<i>“Lightech Sound and Light Ltd”</i>
<i>Cheque No: 100742</i></p> | £1605.00 |
| v | <p><i>Invoice from Shires Pay Services for the payroll service cost third quarter 2017-18</i></p> <p><i>Cheque made payable to</i>
<i>“Shires Pay Service Limited”</i>
<i>Cheque No: 100743</i></p> | £9.50 |
| vi | <p><i>Invoice from Glowsticks.co.uk for the glowstick toys bought for the bonfire event</i></p> <p><i>Mr Stott has already paid the invoice.</i></p> <p><i>Cheque made payable to</i>
<i>“Neil Stott”</i>
<i>Cheque No: 100744</i></p> | £78.95 |
| vii | <p><i>Invoice from Spiral Print Display Signage for the two new banners advertising the bonfire event.</i></p> <p><i>Cheque made payable to</i>
<i>“Allmand-Smith Ltd”</i>
<i>Cheque No: 100745</i></p> | £182.80 |
| viii | <p><i>Receipt presented by Jean Duncalf for the raffle prizes bought for the bonfire event.</i></p> <p><i>Cheque made payable to</i>
<i>“Jean Duncalf”</i>
<i>Cheque No: 100746</i></p> | £50.00 |

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

19 NEW BUSINESS

- i **MANCHESTER AIRPORT**
*A letter from Wendy Sinfield reminding Mere PC about the Manchester Airport Community Trust Fund (CTF). Grants of up to £3000 are available.
As Mere PC does not own a building it is very unlikely the council would qualify for a grant.*
- ii **CHESHIRE FIRE AUTHORITY DRAFT INTERATED RISK MANAGEMENT PLAN 2018/19 CONSULTATION**
*Informing Mere PC that they have signed off the draft Integrated Risk Management Plan (IRMP) 2018/19, Cheshire Fire Authority has launched its annual consultation which will run until the 2nd January 2018.
Mere PC – No Action*

iii **BUDGET CONSULTATION AGENDA – TOWN AND PARISH COUNCILS**
BUDGET CONSULTATION EVENT

The event will take place on the 19th December. Following this event there will be a Town and Parish Council conference meeting on the 9th January when there will be an opportunity to provide any additional comments on the pre-budget consultation, receive an update on the local plan and on HS2.

Mere PC – No Action

iv **CHESHIRE EAST HOUSING STRATEGY 2018-23 CONSULTATION**

A letter from Cheshire East stating they are consulting on a proposed new housing strategy, setting out the authority's vision and priorities for housing until 2023.

Mere PC – No Action.

v **REQUEST FOR A 30MPH SPEED LIMIT**

A letter from Donald AW Johnson which had also been signed by five local residents. This however had been dealt with earlier in the meeting when discussing the B5569 de trunking work.

20 *The dates for the Mere Parish Council meetings in 2018 are as follows: 29th January, 26th March, 14th May, 2nd July, 3rd September, 22nd October and the 3rd December.*

21 **ITEMS INTRODUCED BY COUNCILLORS**

i ***Malber, Chester Road, Mere*** – *Cllr L Reynolds stated that there had been squatters in the house.*

The Clerk has received an e-mail from Cllr Hunter in response to a residents concern about Malber. Cllr Hunter has been informed by Cheshire East Council that the abandoned/empty property, Malber is not their responsibility and it is a civil matter. As such it is up to the family of the person who owns the property to make secure and safe. Cllr Hunter has also been informed that although there is a charge on the property and the owner is deceased, any monies owed can only be repaid when the property is sold on. Cheshire East Council holds no responsibility in civil matters. The responsibility lies with the owner.

The Chairman wished everyone a Merry Christmas and closed the meeting at Approximately 9:50pm.

Signed: Date: