

# LOWER PEOVER PARISH COUNCIL

Clerk – Sarah Morgan  
Telephone – 07958055158

Chairman – Alison Painter  
Vice Chairman – Louise Corlett

## Minutes of meeting held at 7.30pm on Wednesday 8th May 2019 at Lower Peover Primary School

### Action

#### 19.1 Present

Cllrs Corlett, Brown, Dutton, Geake, Kendall, Painter and Wilson.

In attendance: S Morgan (Parish Clerk)

#### 19.2 To elect a Chairman

The outgoing Chairman stepped down after three years in the role and was thanked by members for her work as Chairman.

It was **RESOLVED** to elect Cllr Painter as Chairman

#### 19.3 To receive the Declaration of Acceptance of Office by the Chairman

Cllr Painter signed the Declaration of Acceptance of Office of Chairman

#### 19.4 To receive apologies for absence

All members were present.

#### 19.5 To elect a Vice Chairman

It was **RESOLVED** to elect Cllr Corlett as Vice Chairman

#### 19.6 To note declarations of members' interests

No interests were declared.

#### 19.7 Public Participation

A resident spoke in relation to the Adopt a road scheme for which she had volunteered to report any matters to the Highways Department for Free Green Land and Mill Lane, expressing some concerns about other roads in the village where there were multiple pot holes and overgrown areas which were affecting visibility.

#### 19.8 To receive and confirm the minutes of the meeting held on 13<sup>th</sup> March 2019

It was **RESOLVED** to confirm the minutes.

#### 19.9 To receive a police report

It was noted that there had been no incidents in Lower Peover from the written reports received.

#### 19.10 To receive an update from the Unitary Authority Councillors

It was noted that Cllr Marc Asquith was in attendance at the Annual Parish Meeting where he provided an introduction as the new Chelford Ward Councillor for Cheshire East Council.

#### 19.11 To appoint roles and responsibilities of the members

It was **RESOLVED** to appoint the following roles and responsibilities: -

- Website, Newsletter and Notice boards – Cllr Corlett
- Annual Audit and Financial regulations – Cllr Brown
- Planning – Cllr Wilson
- Risk assessment – Cllr Geake
- Review Standing Orders – Cllr Brown
- Highways and Public rights of way – Cllr Dutton
- Plumley, Allostock and Lower Peover Aid Fund – Cllr Dutton
- Richard Comberbach Trust – Cllr Geake
- INOVYN and Airport – as required – no specific member was appointed.
- Personnel committee – Cllrs Kendall, Brown and Painter

SM –  
Update  
website

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- Best Kept Village – Cllr Brown

## 19.12 To consider the latest planning applications and decisions

It was **RESOLVED** to submit the following comments: -

19/01281/FUL	Woolly Meadows Farm Crown Lane	No comments	SM
19/01226/FUL	Lower Peover Church Of England Primary School	No objections were raised but the Council requests that the vehicular right of way needs to remain uninhibited at all times.	
19/01227/LBC 19/01226/FUL	Lower Peover Church Of England Primary School	No objections were raised but the Council requests that the vehicular right of way needs to remain uninhibited/available at all times.	
19/01119/S73	Land Adjacent and Rear of 13 Holly Tree Drive	The Council requested clarification of the changes on the new plans and agreed to delay the submission of comments pending further information.	
19/00927/FUL	9 Cherry Walk	No comments	
19/1977M	Honeywood, Middlewich Road	No comments	
19/00704/FUL	19 Birchwood Drive	No comments	

## 19.13 Highways and Footpaths

- To receive an update on the Speedwatch programme

It was noted that the PCSO will be conducting speedwatch training in Nether Peover – date to be confirmed.

- To receive an update on improvements to Nether Peover footpath 6

It was noted that CWAC have accepted the agreed contribution to the footpath upgrade works and will be commencing works as soon as possible to address health and safety concerns.

- To consider updates in relation to missing highways signage

No updates had been received regarding the missing and damaged signs. The following actions were agreed: -

- a. Foxcovert Lane at the end of path number 6 – request replacement
- b. Lower Peover sign on Free Green Lane at the end of Mill Lane – request prices to replace.

- To consider repairs and maintenance of the fingerposts

A further quote was received for the repair of the post that requires welding however removal and replacement of the post would be required.

It was agreed that grant funding would be sought to cover the costs of the repairs and refurbishment of the posts from Manchester Airport and INOVYN

## 19.14 Housekeeping and Maintenance

- To consider an update in relation to the Selecta DNA kits

It was agreed to request that the PCSO attends the Church Fete on 6th July to issue packs (if available) and that 30 packs would be retained for the new houses. Remaining packs would be advertised for sale through CHALC.

- To consider offering formal thanks to community members and Ward Councillors who have worked with the Parish Council over the last term of office

The outgoing Chairman Cllr Corlett offered to write letters of thanks

- To approve entry into the Best Kept Village Awards 2019 at £45

It was **RESOLVED** to enter the awards

Signed \_\_\_\_\_

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- To consider membership of Cheshire Community Action (CCA) at £20  
It was **RESOLVED** to retain the membership of the CCA for the coming year.
- To approve a subscription to CHALC at £158.04  
It was **RESOLVED** to retain the subscription for membership to CHALC for the coming year.
- To consider subscriptions to the quarterly Local Council Review at £17 per year (£13.50 for 4 or more copies)  
It was **RESOLVED** to subscribe to the Local Council Review for the Chairman at £17

## 19.15 Village Survey Results

- To consider the results of the village survey  
It was agreed to revisit the results of the survey at the next meeting with a view to drawing up an action plan. Items highlighted for further consideration included speedwatch/speeding, potholes, road adoption, footpaths, litter picking, maintenance/appearance of areas of the village (inc benches), walk to school strategies. It was considered that the Neighbourhood Plan could be a way to assist with addressing some of the issues raised.
- To agree actions in response to the survey results  
The item was deferred to the July meeting.

## 19.16 Finance and Personnel

1. It was **RESOLVED** to approve the receipts and payments to March 31st 2019 including additional payments made.
2. It was **RESOLVED** to approve the receipts and payments to April 30th 2019 including payments due.
3. It was **RESOLVED** to approve the year end bank reconciliation
4. A report was provided by the internal auditor who had also signed the AGAR Internal Audit Report. No actions were identified with the control objectives being fully approved.
5. Section 1 Annual Governance Statement 2018/2019 was considered and noted.
6. It was **RESOLVED** to approve Section 1 Annual Governance Statement 2018/2019 which was signed by the RFO and Chairman.
7. Section 2 Accounting Statements 2018/2019 was considered and noted
8. It was **RESOLVED** to approve Section 2 Accounting Statements 2018/2019 which was signed by the Chairman
9. The criteria for exemption from external auditor review was noted.
10. It was **RESOLVED** to that the authority meets the criteria for exemption from limited assurance review and wishes to be certified exempt for the year 2018/2019
11. It was **RESOLVED** to approve the exemption certificate which was signed by the RFO and Chairman
12. The dates for the exercise of public rights as 17th June to 26th July inclusive were noted.
13. It was **RESOLVED** to appoint bank signatories of Cllr Painter, Brown, Wilson and the Clerk. Action: remove Cllr Corlett and replace with Cllr Painter.
14. It was agreed that the Clerk will contact Allostock Parish Council and follow up with Plumley, Toft and Bexton Parish Council regarding their decisions to grant financial assistance to maintain the churchyard at St Oswald's. Subject to the approval by the other PCs, it was **RESOLVED** to grant £400

## 19.17 To consider correspondence

Councillors were requested to confirm or update the Register of Interests forms to be returned to CHALC.

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## **19.18 Matters for the next agenda and other items to note**

- Orchard Corner/Plumley Moor road – overgrown shrubbery
- Survey results/village plan.
- Code of Conduct
- Conservation area signage

SM

Training dates to be requested: -

Cllr Painter – November 6<sup>th</sup> - Chairman training

Cllr Brown and Painter – September 25<sup>th</sup> - Being a Good Councillor - The Next Steps

## **19.19 To note the date of the next meeting**

The date was noted

**NEXT MEETING 7.30 P.M. WEDNESDAY 10<sup>TH</sup> JULY AT LOWER PEOVER SCHOOL HALL.**