

Cheddleton Parish Council

**MINUTES OF THE PARISH COUNCIL ANNUAL MEETING HELD IN
CRAFT ON CENTRE MEETING ROOM, HOLLOW LANE, CHEDDLETON
ON TUESDAY, 28th. MAY 2024.**

ATTENDANCE Chairman - M. Ahmad.
Vice-Chair - Miss. V.L. Salt

Councillor - D.S. Bagnall, Mrs. V.B. Cornes, M.F. Cunningham, K. Grocott, K. Harvey,
Mrs. C. A. Lovatt, Miss. S.J. Rogers, and Mrs. L. Shaw.

Clerk - Ms. L.J. Eyre.
4 Members of the public.

1. **APOLOGIES** - Apologies were received from Councillor Mrs. A. Grocott, M.J. Leeder, O.C. Pointon, T.G. Williamson, and M.P. Worthington, and it was resolved to accept these.
2. **MINUTES OF THE MEETING 23rd. APRIL 2024** - It was resolved to accept these as a true record and signed by the Chairman.
3. **MATTERS ARISING THEREFROM: -**
Re. Min. 345. Leek Radio - Room Hire - The Clerk explained that they have not managed to secure a new premises and the lease runs out 6/6/24. Councillor Miss. Rogers reported that they have one, but this will be at least 13 weeks away. The budget is £100 per month for hire of somewhere. The Clerk suggested the Council Chamber as a stop gap. It was decided that this could be looked and to see if this would be helpful.
Re. Min. 362. Update Cheddleton Straddle Warehouse, Cheadle Road, Cheddleton - C&RT - Councillor Miss. Rogers asked if there had been any response from Building Regulations department. The Clerk to chase up.
Re. Min. 358. His Majesty the king official portrait/chairman's chain of office - The Clerk reported that the Chain has been sent off and the works actually cost £40 for works ex. VAT and carriage.
4. **ANY CHARGES TO/CONFIRMATION/APPOINTMENT OF COMMITTEES AND OUTSIDE BODIES: -**
5. **PLANNING & AMENITIES, COMMUNITY/CRAFT CENTRE MANAGEMENT, FOOTPATHS & COUNTRYSIDE/ CHEDDLETON PLAYING FIELD, WETLEY ROCKS/TOLL BAR PLAYING FIELD, BURIAL GROUND, HR, FINANCE COMMITTEES** - Vacancies as Mr. Ramos resigned last month.
Planning & Amenities Committee - 1 vacancy filled by Councillor Miss. Rogers.
Community/Craft Centre Management Committee - 1 vacancy filled by Councillor Williamson (if any other vacancies Councillor Miss. Rogers will become a member as Councillor Mrs. Grocott has expressed she wishes to come off the Committee but wasn't present).
Footpaths & Countryside/ Cheddleton Playing Field Committee - 1 vacancy filled by Councillor Harvey. No other changes were made.
6. **DECLARATIONS OF INTEREST** - There were no declarations of interest.
7. **MEMBERS' SEC. 33 DISPENSATION REQUESTS** - No written applications for dispensations received.

8. **ANNOUNCEMENTS** - The Clerk reported that there is a vacancy for Cheddleton ward for a Councillor. We are waiting for SMDC to see if anyone has applied for an election if not, we are able to co-opt. The Police, Fire & Crime Commissioner Ben Adams has been elected. Mr. George Tatton thanked the Chairman for his birthday gift celebrating his 90th Birthday.
9. **BARNEY WILLIAMS - ADVANCED PROTEINS - PLOUGH BANK PARKING RESTRICTIONS** - The Clerk reported that a meeting took place with Advanced Proteins on Plough Bank and an offer of funding for placing double yellow lines done by them. We need to know if this is viable by Staffordshire County Council. Councillor Mrs. Lovatt stated that a traffic order would be required. We need details from County Council as to the viability of an outside company. We need further information before it can be debated further, and consultation would have to take place.
10. **PUBLIC QUESTION TIME** - Advanced Proteins should be consulting with residents. Councillor Miss. Rogers stated that there is a meeting open to residents with the environment agency that anyone can attend.
11. **CHAIRMAN'S ALLOWANCE** - The Clerk stated that the current allowance is £500 which was agreed to stay the same, proposed by Councillor Harvey, seconded by Councillor Mrs. Lovatt.
12. **CALENDAR OF MEETINGS** - The Clerk has prepared a new calendar of meetings for the next year. After some discussion it was decided to keep meetings at the same time of 7.30pm but allow the discretion of the Clerk to start the Planning & Amenities Meeting at 7pm or earlier if further time required for adequate discussion and the calendar was agreed.
13. **ATTENDANCE RECORDS** - The Clerk had circulated prior to the meeting, any issues with attendance will be discussed with the individuals.

| | PC | Planning | CCMC | F&C | BG | WR/TBPF | Finance | HR |
|-----------------------------|----------|----------|--------|--------|--------|---------|---------|--------|
| | | | | CPF | | | | |
| Cllr Ahmad | 11 of 11 | 11 of 11 | 3 of 3 | 5 of 5 | 3 of 3 | 1 of 1 | 1 of 1 | 2 of 2 |
| Cllr Bagnall | 7 of 10 | 7 of 11 | x | x | x | 1 of 1 | x | x |
| Cllr Cornes (Mrs.) | 9 of 11 | 9 of 11 | 1 of 3 | x | 3 of 3 | x | 0 of 1 | 2 of 2 |
| Cllr Cunningham | 10 of 11 | 9 of 11 | 2 of 3 | 3 of 5 | 3 of 3 | 1 of 1 | 1 of 1 | x |
| Cllr Grocott (Mrs.) | 7 of 11 | x | 1 of 3 | 2 of 5 | x | x | x | 2 of 2 |
| Cllr Grocott (Miss) | 6 of 6 | x | x | x | x | x | x | x |
| Cllr Grocott (Mr) | 10 of 10 | 7 of 8 | x | x | x | 0 of 1 | x | x |
| Cllr Harvey | 4 of 4 | x | x | x | x | x | x | x |
| Cllr Leeder | 3 of 8 | x | x | x | x | x | x | x |
| Cllr Lovatt | 10 of 11 | 10 of 11 | x | x | 3 of 3 | x | 1 of 1 | x |
| Cllr Pointon | 7 of 11 | 5 of 11 | 1 of 3 | x | x | x | x | x |
| Cllr Rogers (Miss.) | 8 of 9 | x | x | 3 of 4 | x | x | x | x |
| Cllr V. Salt (Miss.) | 8 of 11 | 5 of 11 | 1 of 3 | 1 of 4 | 0 of 3 | 0 of 1 | 0 of 1 | 0 of 2 |
| Cllr Shaw (Mrs.) | 9 of 11 | 9 of 11 | x | 5 of 5 | x | x | x | x |
| Cllr Williamson | 4 of 4 | x | x | x | x | x | x | x |
| Cllr Worthington | 9 of 11 | 9 of 11 | 2 of 3 | 4 of 5 | 1 of 3 | x | 0 of 1 | 1 of 2 |
| Resigned Councillors | | | | | | | | |
| Cllr Bowen | 1 of 1 | x | x | x | x | x | x | x |

| | | | | | | | | |
|---------------|---------|---------|---|--------|---|---|---|---|
| Cllr Jennings | 1 of 1 | x | x | x | x | x | x | x |
| Cllr Kari | 1 of 1 | x | x | x | x | x | x | x |
| Cllr Parkes | 0 of 1 | 0 of 1 | x | 0 of 1 | x | x | x | x |
| Cllr Ramos | 3 of 10 | 2 of 10 | x | x | x | x | x | x |

14. **REVIEW OF ASSET REGISTER** - The Clerk reported on the changes being an increase for the two defibrillators purchased. The changes to the Asset Register were proposed by Councillor Miss. Rogers, seconded by Councillor Mrs. Lovatt and all agreed.
15. **REVIEW OF FINANCIAL REGULATIONS** - All members were directed to the website to read the regulations prior to the meeting. The Clerk reported that there is a new set of Financial Regulations but as we are not a member of NALC of SPCA we can not obtain a copy. The Auditor has stated that the copyrighted, so it was proposed by Councillor Miss. Rogers and seconded by Councillor Mrs. Lovatt to join NALC.
16. **REVIEW OF STANDING ORDERS** - All members were directed to the website to read the standing orders prior to the meeting. The Clerk stated that there was only one change to standing orders which after discussion it was withdrawn to make the change. So agreed to leave the standing orders as they are.
17. **REVIEW OF RISK ASSESSMENTS** - All members were directed to the website to read the regulations prior to the meeting. Raised concerns - Electronic banking system to move away from cheques for payments of Hirers. Alarms need to be fitted. First Aid Kits for Community Centre. (Proposed by Councillor Miss. Salt, seconded by Councillor Miss. Rogers) Burial Ground Memorial Safety Checks. Councillor Mrs. Lovatt will deputise for the Clerk when she is on holiday for Burial Grounds. Deposit Box for Deeds. All Agreed.
18. **REVIEW OF CODE OF CONDUCT** - All members were directed to the website to read the regulations prior to the meeting. No changes required.
19. **GROUND MAINTENANCE ISSUES/HANDYMAN/BUILDING WORKS** - The Clerk explained that we have a further meeting with Jim, and we must follow processes. Anyone can come to the meeting so suggested that a couple of members attend the meeting on Friday. Councillor Mr. Grocott & Miss. Salt stated they would attend. The Clerk has reported an issue on Community Centre Car Park replacement cover by Handyman.
20. **BURIAL GROUND RISK ASSESSMENT - ASYLUM, CHEDDLETON LAWN & ST. EDWARD'S LAWN** - The Clerk reported the risk assessments have been carried out. Cheddleton Lawn Cemetery which has not been carried out fully previously the Clerk reported a further sign required about uneven ground. Maintenance spoken to Jim, Handyman to look at bench requires some work, trip hazard of the flags, and some sunken graves. AES are carrying out the memorial safety checks. Asylum Burial Ground which works have been carried out on the trees under the TPO and asked Steve Massey from SMDC to check that all trees are now safe and well. Handyman to remove a tree root that is a trip hazard. The memorial stone is being moved as agreed to new position with Anne James at their cost and replant the bulbs and plants. St. Edward's Lawn Cemetery the Clerk reported that Steve Massey from SMDC will take a look at those. We looked at putting in a footpath for ease of access and using the funding from Earmarked reserve of £500. The Gravedigger to quote for installing and the best type of path. Additional signage for the entrance road about the blind bend. Handyman to sort the issues with sunken graves and potholes in the entrance road. The issue of excess soil has been

mentioned to the gravedigger and removal of his equipment to be put in the shed provided. We need to come up with a solution to house it in a hidden bunker which is screened. A solution will be sort as soon as possible.

21. **GRANT FUNDING FROM COMMUNITY FUND - AWARDS FOR ALL FOR TOLL BAR PLAY EQUIPMENT** - The Clerk reported that we have obtained grant funding of £17,000 from The National Lottery Awards for All - 5 quotes have been circulated to members and recommendation is to accept the quote from Playdale less the removal of the old equipment with a 20-year guarantee. Proposed by Councillor Miss. Salt, seconded by Councillor Miss. Rogers so agreed that they be contracted to supply the new equipment. The installation to be co-ordinated by the Committee. The Chairman thanked the Clerk for obtaining the grant.
22. **ANNUAL PLAYING FIELD INSPECTION REPORT TOLL BAR/WETLEY ROCKS** - The Clerk suggested delegating to the Committee.
23. **FLY TIPPING REPORT - COALPITFORD LANE/THORNEY EDGE ROAD** - The Clerk has reported two fly tips to SMDC, and they have been removed.
24. **RT. HON. KAREN BRADLEY TOUR OF PARLIAMENT 14/6/24** - The Clerk reported there is a second visit to parliament at a cost of £34.50 each.
25. **TRAINING - SMDC - EVENTS ORGANISER WEBINAR 12/6/24, GRANT FUNDING TRAINING 17/9/24** - The Clerk has circulated if members wish to attend to let her know and arrange for members to attend.
26. **LAND/ROAD/TREE ISSUES - LAND BEHIND HEATHERCROFT, CHEADLE ROAD, LAND BEHIND CHEDDLETON PARK AVENUE, ROAD LEADING TO WILLOW COTTAGE, TREES ON BASFORD HALL ESTATE** - The Clerk reported on a further land issue which she has advised the resident they can obtain their own land registry to establish ownership. The Land behind Cheddleton Park Avenue is with Councillor Worthington. The Road leading to Willow Cottage was requested by Councillor Pointon because it is requiring repairs again an issue which Councillor Worthington had stated he will find out the owner as C&RT have stated they do not own it. The Trees on Basford Hall Estate was a resident enquiry and advised that they contact Steve Massey at SMDC.
27. **UPDATE HIGHWAYS ISSUES WITH SCC - BRIDGE 44, BASFORD BRIDGE LANE - TEMP BARRIERS, PARK LANE, CHEDDLETON - FLOOD ISSUES. BUS STOP - PLOUGH BANK, WETLEY ROCKS** - The Clerk reported that the temporary barriers should be removed by the end of May. Confirmation that Paula Lees is still our Highway Liaison Officer and Mark Deaville is County Councillor responsible for Highways. Update on Park Lane is that this has been ongoing for several years and a drainage officer was due to visit, and we offered to meet them. The additional grit bin has been refused. The bus stop there is no further update. The tree on Wall Lane Terrace has now been removed from the verge by Councillors Pointon & Worthington this last week.
28. **UPDATE ON DEFIBRILLATORS** - Councillor Miss. Rogers updated that she is now the guardian of the Defibrillator at Pointon's Park just The Boat which she checks but has not got access on the system. So, 9 in total.

29. **D-DAY 80th COMMEMORATION GRANT SMDC/ EVENT 6/6/24** - The Clerk reported that the grant has been applied for and received funds of £435. John Arnold is lighting the Beacon the day free of charge. Councillor Miss. Rogers has taken on organising the event at the Powys Arms so if members could attend between 4pm & 6pm there is lots of entertainment and activities happening on the evening.
30. **AMEY REPORT 4387499 - BEECH AVENUE, CHEDDLETON - POTHOLE - REPORTED 6/5/24.** - The Clerk reported the issue to Staffordshire County Council.
31. **AMEY REPORTS 4387498/428750 - GRANGE ROAD, CHEDDLETON - DAMAGED GRID - REPORTED 6/5/24** - The Clerk reported the issue to Staffordshire County Council.
32. **AMEY REPORT 4388032 - CHEADLE ROAD, WETLEY ROCKS - RAISED GRID - REPORTED 9/5/24** - The Clerk reported the issue to Staffordshire County Council.
33. **AMEY REPORT 4388825 - CHEADLE ROAD, CHEDDLETON - NOISY GRID - REPORTED 14/5/24** - The Clerk reported the issue to Staffordshire County Council.
34. **AMEY REPORT 4389055 - BRUND LANE, CHEDDLETON - ROAD SAFETY ISSUE - REPORTED 16/5/24** - The Clerk reported the issue to Staffordshire County Council.
35. **CANAL & RIVER TRUST REPORTS - TREE/DAMAGE/BIN - CALDON CANAL** – The Clerk has reported a few issues to the Canal & River Trust, and they have responded and cleared them apart from a bin by the Cheddleton Flint mill, which is SMDC, and they have arranged for it to be emptied.
36. **REPORTS OF COMMITTEES AND OUTSIDE BODIES** -
- a. **Planning & Amenities Committee**
 - b. **HR Committee + Clerks Appraisal Feedback/Actions (Confidential)** - Discussed at the end of the Meeting.
 - c. **Footpath & Countryside/Cheddleton Playing Field Committee**
 - d. **Reports of Outside Bodies** - SMDC, Advanced Protein Liaison Group 10/5/24 - Councillor Miss. Rogers attended.
Wetley Rocks Village Hall 26/4/24 - Councillor Ahmad reported that they wish to increase the hire charges.
Community Carbon Webinar 23/4/24 - Shared with members,
Employment the Basics - SLCC Webinar 20/5/24 - The Clerk & Councillor Mrs. Grocott joined the webinar.
37. **INTERNAL AUDIT REPORT ACCOUNTS 2023/2024** - The Clerk had circulated the report for members to read and highlights all aspects of the Councils Finances that have been tested and no issues raised.
38. **END OF YEAR ACCOUNTS 2023/2024 - STATEMENT OF ASSURANCE** - The Clerk had circulated the statement of assurance and read each question and members agreed the statements and was signed and dated by the Chairman for submission to Mazars as part of the Audit process.

39. **END OF YEAR ACCOUNTS 2023/2024 - ANNUAL RETURN** - The Clerk had circulated the Annual Return and members agreed and was signed by the Chairman for submission to Mazars as part of the Audit process. The Accounts will now be available for inspection but remain un-audited until the return has been signed off by Mazars.
40. **ACCOUNTS** - See attached reports of accounts authorised for payment. All members received Bank Reconciliation, payments, receipts, ear-marked reserves, and budgets as spent to date.
Authorised under Sec. 137 of the L.G.A. 1972 ‘Free Resource’
41. **CORRESPONDENCE** -
- a. Vibe2Thrive - Workshop. Agreed to invite them to the next meeting.
 - b. Introduction to New Vicar - St. Edwards the Confessor. Agreed to invite him to the next meeting.
 - c. Staffordshire County Council Data Protection Service for Data Protection Act 2018/GDPR. Agreed not required.
 - d. SLCC Staffordshire Branch Meeting 12/6/24 - Biddulph Town Hall. The Clerk will attend.
 - e. Electoral Division Boundaries - Staffordshire County Council Final Recommendations.
 - f. Amey Report 4345657 - Hollow Lane, Cheddleton - Blocked Drain - Completed by resident even though reported to SCC.
42. **PUBLIC QUESTION TIME** - No members of the public raised any further questions.

Chairman
25th. June 2024.